



POLICY FOR THE USE OF THE MALTINGS GREEN

The green will only be used in conjunction with an event taking place within the Maltings. This being an exhibition or fayre. No other events will be permitted use of the green; eg bands, weddings etc. There will be a maximum use of the green, which will be for 15 occasions in any calendar year. No further bookings will be taken once this total has been reached.

There may be circumstances that we allow outside organisations use of the green, as part of community events, including but not limited to, Aquafest, Eel Day celebrations, Town Crier Competitions, annual Christmas brass band performance.

Permission must be sought in advance for any use of the green from the Venue Manager.

There will be no sub-hiring of the green. The booking must only be for that purpose which is agreed with the Venue Manager.

If an exhibition or fayre is to be held over both Saturday and Sunday, then the use of the green will only be permitted for one of the days and not both.

If an exhibition or fayre is to be held on just one day of the weekend, then this can be on either a Saturday or a Sunday.

Any stalls or gazebos that have permission to be on the green cannot be erected before 8.00 am and must be removed by 6.00 pm.

Vendors must appreciate that there are residential properties in close proximity to the green, so must ensure that they keep noise to a minimum and be respectful of the neighbours.

No music to be played by the vendors.

Nothing to be erected on the tree branches on the green to prevent damage to the trees.

All rubbish from the green is the responsibility of the event organiser and they must ensure this is cleared at the end of the event.

No vehicles are allowed to park on the green to load or unload and must use the side roads for this. There will be a maximum drop off and pick up time of 30 minutes.

No alcohol is permitted on the green as per the terms of the Malting's liquor licence.

All event organisers must provide to the venue manager a copy of their valid public liability insurance.

Any activity, which forms part of an approved event, must ensure it is appropriate to all ages and cannot be of an adult nature.

The event organiser is responsible for all of the vendors' activities and actions and must ensure that they are aware of this policy requirements.

If this policy is not adhered to then the event organiser will not be able to use the green on any future bookings of the Maltings.

This policy will be reviewed on an annual basis.

Reviewed and approved 22nd May 2023

.....

Chairman of the Council – Cllr Chris Phillips