

# Harrietsham Parish Council

## OPEN SPACES POLICY

Harrietsham Parish Council has within its control a number of green spaces and allotments that it manages and controls on behalf of the parishioners within the village. These spaces are designated and protected as part of the visual amenity of the village and, subject to conditions, are available for the use and enjoyment of parishioners. They form part of the village infrastructure and are maintained and funded through the parish precept by the Parish Council. They vary in size and with the exception of allotments, are predominately landscaped with some recreational equipment for public use - in particular The Glebe Field.

The Parish Council accepts application requests for specific use on an individual basis where such use is deemed appropriate and to the benefit of the village. The Parish Council has a general policy of encouraging the use of this space as part of the community's interaction and well-being. In order to safeguard this important space, and to provide guidelines for their use, the Parish Council has produced a policy that seeks to cover the key points that constitute its governance. These are as follows:

### 1. General use by public

- This is restricted to pedestrian access only
- No camping or barbeques are permitted.

### 2. Specific use for organised events

This must be applied for in writing and approved by the Parish Council.

- a) The applicant will be responsible for any damage incurred and must accept full liability and indemnify the Parish Council against any claims that may arise including public liability.
- b) In particular, the applicant acknowledges that any damage arising must be made good at their cost. If they fail to do so, then the Council will, and charge the applicant for doing so.
- b) The applicant must provide evidence of insurance cover, risk assessment and return the space to its maintained condition at the end of the use period.
- c) Harrietsham Parish Council will accept no responsibility whatsoever to damage to vehicles parked on any of the Spaces, whether permission has been granted or not.
- d) All rubbish to be removed at the end of the event at the organisers expense.
- e) No signs to be erected without permission of the council. All must be removed at the end of the event.
- f) Vehicle access and vacating timings will be agreed by the Parish Council.
- g) Permission will be withdrawn if, following a ground inspection, the Council deems it necessary.
- h) The locking and unlocking of Glebe field for vehicle access will be under the control Parish Councillors and not by any third party.

3. The Parish Council reserves the right to make a charge for use of any of the Spaces if deemed necessary. Normally, organised events by recognised charities will be permitted use at no charge.
4. Unauthorised use, damage or infringement of this policy will result in action being taken by the Council to remedy, recover costs and impose appropriate penalty. Parishioners who witness any such unauthorised use or infringement are encouraged to contact the Parish Clerk or a Parish Councillor immediately.
5. The Parish Council reserves the right to amend and alter its Policy from time to time without notice to users. The Parish Clerk should be contacted to obtain the current and up-to-date Policy (which is also available on the Harrietsham Parish Council website).
6. The Parish Council reserve the right to restrict use and access to any of the Spaces from time to time for administrative or maintenance purposes, and/or where such access is deemed temporarily unsuitable for public use.