

WATERBEACH PARISH COUNCIL

Application for use of Parish Council land

Delete as appropriate: This application is to request the use of:
the Recreation Ground/~~Green/Gault/ other area (please specify)~~

Your name	[REDACTED]
Contact phone number and email.	[REDACTED] [REDACTED]
Please confirm WPC can hold your contact details in line with its <u>Privacy Policy</u>	Yes
Business name	Waterbeach Community Market
Connection to Waterbeach	Resident
Nature of activity	Community Market
Frequency	Monthly
Time of day and length of event(s)	Dependant on availability this will be held once a month on a sunday between 9-3pm
Max number of participants	Unknown (dependent on what space we are given)
Are all participants over 18	some young visitors. Each month we intend to invite a local charity to have a free stall - or run the tea/coffee stands for their own fundraising - this means some may be under 18years
What equipment is involved	Stallholders will bring their own equipment. Some may need electrical hookup and wi-fi but mostly table, chairs and gazebos for inclement weather
<p>Please use this space to add any other relevant information in support of the application</p> <p>Waterbeach Community Market was conceived by local business people Gaynor Clarke - Pretty Pieces Vintage and Wayne Love who sells homemade pet foods, two years ago.</p> <p>The idea was to give Waterbeach its own market for local businesses and services, in a safe , friendly and energetic environment.</p> <p>We ran the first ones from the Tillage Hall but we soon outgrew the hall.</p> <p>The markets have been a huge success, remarkably well received and attended by both villagers and local residents.</p> <p>We had such amazingly positive feedback we have been determined to carry on.</p> <p>We have considered venues and have decided to ask that we use the Tillage as the main area with other stalls out on the adjoining patio and recreation ground. This should provide a safe distance between stalls and enough space for the shoppers to walk around safely.</p> <p>We aim to mark out stall pitches on the field, so each vendor knows their position.</p>	

The aim;

- to give a shopping experience for those less mobile than others
- to act as a social and welfare event for villagers of all ages
- to boost the local economy , and to act as a platform for new and existing businesses primarily from Waterbeach.
- to encourage a wide variety of goods, from local grown, bakers, chefs to artisans (we even have a travel agent from the village)
- to promote awareness of skills and produce available locally
- to promote local shopping thus reducing the carbon footprint of transport to and from the village
- to provide local charity a platform to raise funds for their organisation

** the risk assessment has been previously submitted to the council, however another can be done when we know the area we have been offered. At present guidelines are changing daily so a current and accurate Risk Assessment can be provided once we have dates etc in place.

** Insurance cover will be provided by individual stall holders on receipt of their payment for a stall - this can be forwarded to the council as we get them.

The proposed date would be the 18th of July and we now need to start collating information and traders to make this a success. Therefore we look forward to and would appreciate a swift reply.

Regards

When submitting this application please also provide:

- A risk assessment
- Evidence of insurance cover
- DBS clearance (if any participants are under 18)

Return the form to council@waterbeach.org.uk

WATERBEACH PARISH COUNCIL

Application to run a community market.

Note from the Clerk

In taking a decision on the application before it, Council is asked to bear in mind the following points:

Insurance

We asked our insurers if the organiser should have any different/additional insurance cover from the stall holders and this is the response

This is a tricky question to answer, as due to how we're regulated, I can't give you advice. If the Council were to organise an event with third parties attending, we'd expect the third parties to have their own Public Liability cover, and we'd ask the Council to take copies of these certificates to ensure that the cover is valid.

At the moment the organisers are proposing that each stallholder would hold their own insurance. Although the organiser does not currently consider they also need cover I have strongly recommended that they check their personal insurance to see if they would be covered in case of injury.

Consistency of approach

Council has resolved to introduce charges for use of the Recreation Ground from September for those that are being run as commercial businesses.

The organisers are not marketing themselves as a business - but neither are they a not-for-profit organisation. The Facebook Page suggests that stallholders are charged £15. If the organisers are looking to use the patio area and the recreation ground then this suggests a largish number of stalls.

Interaction with others

Although the car park is free to use for all, the 6 hours length of the event could mean a considerable proportion of the car park is occupied for one Sunday per month, should permission be given long-term.

While not an immediate problem, the football clubs also play on Sunday mornings and some Colts training also takes place so rec space would need to be carefully controlled with some restrictions placed on overall numbers, We need a better understanding of what the requirements are and I expect the organisers are likely to be better placed to advise on this a couple of months hence rather than now.

Recommendation

As no charges coming in until September, agree the request as a one-off only at this stage and review the position after 18 July.

Set a limit on the number of stalls that can be situated on the Recreation Ground

Make clear Parish Council is not liable for any risk or injury and the organiser will need to provide an assurance to the Council in advance that they have checked each stall's insurance cover and it is valid.

