

Report title	Events on the Green
Report author	Shaun Barnes, DSO Manager
Department	Direct Services Organisation, Environmental Services
Exempt?	No
Exemption type	Not applicable
Reasons for exemption	Not applicable

Purpose of report:

To resolve

Synopsis of report:

To ask the Committee to consider a number of events proposed to take place on the Green in 2024

Recommendation(s):

The Committee consider applications to hire Englefield Green for the events below to be scheduled for 2024 and instruct Officers accordingly:

- i) Beach’s Funfair – 17 – 19 May**
- ii) Circus Fantasia – 12 – 16 May**
- iii) Village Fair – 22 June**
- iv) Beach’s Funfair – 16 – 23 September**
- v) Horton’s Vintage Fairground – 21-22 September**
- vi) Englefield Green Village Residents Association (EGVRA) 12th April**

1. Context and background of report

1.1 To review applications for the hire of Englefield Green for the purpose of holding events.

2. Report and, where applicable, options considered and recommended

2.1 The Council has received six applications to hire Englefield Green for the purposes of holding events. The event application forms are included in the appendices.

- i) Beach’s Funfair – 17-19 May 2024**

- 2.2 The Council has received two applications from Beach's Funfair to hire Englefield Green in 2024. They propose to come onto the Green for their first funfair on 13 May, operate the funfair between 17 and 19 September, then depart on 20 September. Details of the second application can be found later in this document.
- 2.3 At the Committee meeting on 16 October 2023, Members requested to see references from authorities that Beach's funfair have previously hired land from. Five names were provided, and references have been requested. Four references have been received so far, from Horley Town Council, Reading Borough Council, Woodley Town Council and Elmbridge Borough Council, all very positive. These references are in Appendix F.
- 2.4 Members are asked to consider this application and instruct Officers accordingly.

ii) Circus Fantasia – 12-16 June 2024

- 2.5 The Council has received an application from Circus Fantasia to hire Englefield Green in June. They propose to come onto the Green on 8 June, operate the circus between 12 and 16 June then depart on 16 June. The event is described as a traditional, non-animal, family orientated circus. There will not be any fireworks, fairground rides or inflatables.
- 2.6 Members are asked to consider this application and instruct Officers accordingly.

iii) Village Fair – 22 June 2024

- 2.7 The Council has received an application from The Englefield Green Village Residents Association for the annual village fair on 22 June. They propose to start setting up on 21 June and depart on 22 June. This is a regular event with up to 3,000 visitors expected across the course of the day. There will be fairground rides and inflatables, but no fireworks.
- 2.8 Members are asked to consider this application and instruct Officers accordingly.

iv) Beach's Funfair – 20–22 September 2024

- 2.9 The Council has received a second application from Beach's Funfair to hire Englefield Green. They propose to come onto the Green on 16 September, operate the funfair between 20 and 22 September, then depart on 23 September. Please note that the Council has also received an application from Horton's Vintage Fairground for an event at the same time. (see paragraph 2.12 below)
- 2.10 As stated above, four references have been received so far, all very positive. These references are in Appendix F.
- 2.11 Members are asked to consider this application and instruct Officers accordingly.

v) Horton's Steam Fair, Vintage Fairground – 21-22 September 2024

- 2.12 The Council has received an application from Horton's Steam Fair to hire Englefield Green to hold a Vintage Fairground in September. They propose to come onto the

Green on 16 September, operate the vintage fairground on 21 and 22 September then depart on 24 September. Please note that the application from Beach's funfair (see paragraph 2.9 above) is for an event at the same time.

2.13 Members are asked to consider this application and instruct Officers accordingly.

v) EGVRA – 12 April 2024

2.14 The Council received an application from the Englefield Green Village Residents Association to hold an easter egg hunt on the green on the 12 April. There will be one pop up table erected on the Green at the starting point. Participants will be given a map to find eggs which will have names on them. The eggs are wooden and will be collected at the end of the event. This event was scheduled for the 3 April but an email has been received asking for the event to take place on the 12 April, after the Englefield Green Committee meeting. Application and email at Appendix G

2.15. Members are asked to consider this application and the accompanying email with a revised date of 12 April and instruct Officers accordingly.

3. Policy framework implications

3.1 Not applicable.

4 Resource implications/Value for Money

4.1 All event income is added to Englefield Green earmarked reserves.

5. Legal implications

5.1 If the events involve the erection or setting up of any 'booth, tent or any other erection whether temporary or otherwise' the lease of the Englefield Green requires that consent to do so in the form of a 'licence in writing' to do so must first be obtained by the officers managing the event from the landlord, the Crown Estate.

5.2 As in previous years, the Council's standard Terms and Conditions of Hire of Open Spaces will govern the temporary non-exclusive occupation of the Englefield Green by the various fairs for the purpose of these events. These must be signed by the event organisers before the event proceeds. No interest in land (i.e. underleases) will be created by them.

6. Equality implications

6.1 The Council has a duty under Section 149 of the Equality Act 2010 (as amended) which provides that we must have due regard to the need to;

- a) eliminate discrimination, harassment, victimisation and other conduct prohibited by the Act;
- b) to advance equality of opportunity;
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share protected characteristics.

6.2 While there is little information regarding the proposed events to determine what impact it may have on anyone with a protected characteristic, it is considered that the

proposed events may have a positive impact generally on people in the local area who may wish to take part.

7. Environmental/Sustainability/Biodiversity implications

- 7.1 There are potential negative environmental effects to the overuse of the green for events although this should be balanced with the positive social benefits.

8. Risk Implications

- 8.1 There are potential negative environmental effects to the overuse of the Green for events.

- 8.2 If Members agree to approve any application to hold events, the organisers will be required to sign a letter of agreement in advance, in which they agree to be bound by the Council's terms and conditions for the hire of open spaces, which were updated in December 2023.

- 8.2.1 Section 15 of the terms and conditions require the Operator to reinstate any damage their event has caused to the Green.

- 8.2.2 Section 7 of the terms and conditions of hire open spaces require event organisers to provide the Council with documentary proof that they have adequate public liability insurance in place for the duration of the hire.

- 8.2.3. The terms and conditions of hire of open spaces can be found at Appendix H and are also published on the [Council's website](#)

9. Other implications

- 9.1 Not applicable.

10. Timetable for Implementation

- 10.1 The first event, is scheduled to take place on 12 April

11. Conclusions

- 11.1 The annual Village Fair and the other proposed events will offer social benefits to local people. The Green is desirable to funfairs although there are practical problems associated with hosting them because of potential damage to the Green caused by heavy traffic.

12. Background papers

- 12.1 None

13. Appendices

- 13.1 A. Beach's Funfair – 17-20 May – Application form with personal details redacted
B. Circus Fantasia 12 – 16 June – Application form with personal details redacted
C. Village Fair – 22 June – Application form with personal details redacted

- D. Beach's Funfair – 20-22 September – Application form with personal details redacted
- E. Horton's Village Fair – Application form with personal details redacted
- F. References received for Beach's funfair
- G. Application for EGVRA Easter Egg Hunt and Email requesting change of date - personal details redacted
- H. Terms and Conditions of Hire of Open Spaces