

Northborough Parish Council

Playing Field Use Policy

1. Introduction & Purpose

Northborough Playing Field is owned by Northborough Parish Council (“the Council”) and managed by the Council for public recreation under the powers granted by the Open Spaces Act 1906.

Its primary purpose is to provide a safe and accessible space for informal recreation and community use. This policy sets out how the Playing Field may be used to ensure it is protected, safe, and available for the enjoyment of all residents.

The Council exercises its powers under relevant legislation, including:

- The Open Spaces Act 1906
- The Local Government Act 1972
- The Local Government (Miscellaneous Provisions) Act 1976
- The Public Health Act 1875

These powers enable the Council to regulate use, grant permission for organised activities, and protect the condition of the land.

2. Definitions

Casual / Informal Use:

General public use for activities such as walking, jogging, and informal play. No booking or permission is required.

Organised Use:

Any activity that involves more than approximately 20 people, and/or activities are advertised, coached, structured, or involves a fee. Such activities require prior approval from the Council.

3. Public Access and Priority Use

The Playing Field is open to the public for casual recreation at all times. However:

- Organised activities require prior Council approval.
- Where permission has been granted, the organiser has priority use of the agreed area.
- Members of the public must respect any temporary boundaries or safety zones in place for the duration of the approved event.

4. Rules of Use

4.1. The following rules apply at all times:

- **Dogs:** Must be kept under control at all times. Dog fouling must be cleared immediately and disposed of in the bins provided
- **Litter:** All waste must be placed in bins or taken home
- **Glass:** Glass bottles are strictly prohibited on the football pitches and within the children's play area
- **Vehicles:** No motorised vehicles are permitted on the grass (except mobility aids or with prior permission)
- **Noise & Conduct:** Users must be considerate of neighbouring properties and avoid anti-social behaviour

4.2. The following activities are strictly prohibited at all times:

- Fires, barbecues, fireworks, or lanterns
- Camping
- Horse riding
- Golf or activities likely to damage the surface
- Metal detecting

4.3. The following activities may be permitted for organised users with prior Council approval.

- Erecting structures (e.g. marquees, inflatables)
- Amplified music or PA systems
- Driving or parking on the grass

5. Organised Activities, Events

The Council does not formally "hire" the Playing Field. However, all organised activities and events require formal approval.

5.1. Application Process

Applications must be submitted to the Parish Clerk at least 6 weeks in advance using the application form.

Applications must include:

- Organiser contact details
- Nature and purpose of the activity
- Date and times
- Expected number of participants

5.2. Required Documentation

The following must be submitted 7 days prior to the event):

- Risk Assessment
- Public Liability Insurance (minimum £5,000,000 cover)
- Relevant licences (if applicable)
- Indemnity agreement confirming the organiser accepts responsibility for third-party claims.

Approval will not be granted until all documentation has been received.

6. Sports Club and Regular Use

Clubs wishing to use the Playing Field regularly must enter into a formal agreement with the Council.

The is currently no capacity for additional clubs.

7. Ground Protection

To protect the Playing Field:

- The Parish Clerk (or authorised representative) may cancel or suspend use at any time due to weather or ground conditions.
- This includes waterlogging or risk of damage.
- The Council accepts no liability for costs or inconvenience arising from such cancellations.

8. Health, Safety & Liability

- **Play equipment Inspections:** Regular visual and operational are carried out by Peterborough City Council. Annual safety inspections are carried out by a third party instructed by Peterborough City Council.
- **Grounds inspections:** Regular inspections are carried out by the Council.
- **Reporting:** Users must report any damage or dangerous objects to the Parish Clerk immediately.
- **Disclaimer:** All persons using the playing field do so at their own risk. The Council accepts no liability for:
 - loss or damage to personal property
 - Injury, except where liability cannot be excluded by law

9. Behaviour & Enforcement

- Users must act responsibly and consider nearby residents.
- Anti-social behaviour will not be tolerated.
- The Council may refuse or withdraw permission to use the Playing Field
- Individuals or groups may appeal decisions via the Parish Clerk.

10. Damage and reinstatement

- Users and organisers are responsible for any damage caused
- The Council will recover the cost of repairs where necessary
- All areas must be left clean and in their original condition after use

11. Fees and Charges

The Council does not charge for organised use of the Playing Field. This position is subject to periodic review.

Document History and Review			
Version	Adoption date	Minute Ref.	Notes
v1.0	8 th April 2026	26.48.5.b	