

Events on Buckinghamshire Council Land Site Guidelines 2021/22

These brief guidelines are intended for individuals and organisations who wish to hold events or activities on land owned by Buckinghamshire Council.

All event organisers will be expected to:

- Adhere to the route and site plan agreed prior to event.
- Ensure the event does not unreasonably affect other site users or prevent access.
- Keep egress points clear of obstructions to allow for easy access to the site in the case of emergency that may or may not be linked to your event.
- Fence off machinery, including electrical equipment and generators, cables must not be exposed on the ground and fuels should be secure and out of sight.
- If issued with a site key, ensure vehicular access barriers/gates are secured when not in use to avoid unauthorised vehicle access.
- Leave the site clean, tidy, and free of damage at the end of the event, ensuring all litter is cleared.

Event organisers are **NOT** permitted to do any of the following unless specific permission has been granted by Buckinghamshire Council as part of the event application process:

- Cook or barbecue any food in the park, or light any fires, e.g. flaming torches/bonfires.
- Discharge fireworks, or any similar devices.
- Leave any equipment, vehicles, or other items unattended.
- Damage or disrupt ground, fences, trees, shrubs or buildings. Damage to trees and their roots through the compaction of soil or direct damage to roots themselves should be avoided by keeping all equipment, vehicles, and events activities well clear of tree canopies i.e. avoid the space directly beneath and around the end of tree branches.
- It should be assumed that footpaths and grassed areas cannot be driven on, particularly by heavy vehicles. Ground protection boards should be used to protect such areas. If inclement weather is forecast or ground conditions are wet, then vehicles may be prohibited from driving on grassed areas.
- No equipment, vehicles or event activities should be setup on designated sports pitches (except where permission has been given). These include – Fairford Leys, Bedgrove Park, Walton Court Playing Field (1 pitch), Edinburgh Playing Fields, Meadowcroft and Alfred Rose Park.