**Council Owned Land and Open Spaces - Fees**

**Timescales**

All applications are considered on a weekly basis and are judged using the Policy for the Use of Council Owned Land and Open Spaces as a basis for viability. Provisional acceptance or rejections will take up to 20 working days to process, depending on the size of the event.

If the event is granted a provisional acceptance a booking letter, with Terms and  Conditions and notifications of any fees and deposits will be sent to the organiser.

The event organiser will have 14 days to submit outstanding documentation (as listed in the licence) and pay relevant fees. On receiving these documents and full payment written approval will be given and if required a Permission Form to obtain keys to access the site.

If the event requires a licence the event organiser will be invited to apply for the appropriate licence following the provisional acceptance decision.

A licence can take 2 weeks to be granted. The Licencing Team can advise on this. Once all licences are granted (if appropriate) then the event organiser will be issued with the signed land use licence and will continue to work with the Event Team and other relevant Council departments to ensure the safe delivery of a successful event.

**Outdoor Event Fees**

**Application Fee**

This is a non-refundable fee to process your application. This should be submitted with your application.

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| **Fee Type** | **Amount** |
| Application Fee | £50 |
| Commercial Events with an audience up to 1000   | £400.00 per day  Plus service charges (Fee includes Application Fee and one day either side of the event for build and  breakdown)  |
| \*Commercial Events with an audience of 1000+  | £700 per day  Plus service charges (Fee includes Application Fee and one day either side of the event for build and  breakdown)  |
| Commercial events that are primarily run for the health and wellbeing benefit of residents of North East Lincolnshire  | £50 application fee only |
| National Charities (not delivering a community focussed project that supports the priorities and outcomes of North East Lincolnshire) | £265 per day  Plus possible deposits |
| National Charities (delivering a community focussed project that support the priorities and outcomes of North East Lincolnshire  | £50 application fee only |
| Local Charities  | Free  |
| Community Events with an audience of less than 500   | Free |
| Community Events with an audience of more than 500   | Free  |
| Civic Events  | Free |
| Damage / Reinstatement Deposit | £500+ depending on the nature of the event |
| Waste Deposit | May be required depending on the nature of the event and the potential amount of waste that the event will generate.  |

**\*The council reserves the right to negotiate the commercial event fee for large scale events**

**Hire Fee**

Upon receipt of your application an invoice will be sent for payment. Payment must be made within 14 days.

**Standard Charge for Electricity**

If an event organiser wishes to use any electrical provision at any of the sites listed below there will be a standard daily charge of £10 which will be included in the licence sent to the organiser giving permission to use the land.

**Works undertaken Fees**

Although the Council wish to facilitate wherever possible events on Council land, major events or more complex / higher risk events may require professional preparatory works or reinstatement works following an event. The Council may charge for their professional work, time and/or materials provided and will endeavour to provide a quotation for works in advance.

**Licensing Fees** Certain events may require a Temporary Event Notice (TEN’s) or even a premises licence. Temporary Event Notices should be applied for at least 10 clear working days prior to the event. A full Premises Licence will take at least 28 days from the day after submission of the application, and can take up to 2 months to be granted (should a Hearing of the Licensing Committee be necessary).

Full information about licences and how to apply can be found here <https://www.nelincs.gov.uk/licensing/>

**Sites Available to Hire**

**Please note some of these sites are very small and may only be suitable for local community events such as litter picks, nature walks etc.**

**Please also note Meridian Showground has its own hire policy, procedures and charges and is therefore not included in the list of sites below. For enquiries to hire the Showground please contact** meridianshowground@nelincs.gov.uk

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| **Site**  | **Type of Site** | **Suitable For** | **Maximum Capacity**  |
|  |  |  |  |
| Barrett’s Recreation Ground | Large green space with  cricket pitch, access to  electric, water & WC.   | Community and Charity EventsOnsite parking for 30 max  | 2000 |
| Bradley and Dixon Woods | Large green open space. No access to electricity or water  | Community and Charity Events Onsite parking for 12 cars max | 500 |
| Butt Lane Park | Small park suitable for small community or charity events only.  | Community and Charity Events Onsite parking for 15 cars max | 200 |
| Capes Recreation Ground | Small park suitable for small community or charity events only. | Community and Charity Events No onsite parking | 200 |
| Cleethorpes Boating Lake | Large open space including the boating lake paddock which is suitable for events requiring a stage. Access to electricity at various points in the boating lake area.  | Commercial events, community events and charity events e.g. music recitals/festivals, theatre performances, food festivals  | 5000 |
| Cleethorpes Country Park | Large open space not suitable for events that involve music or loud noises.  | Community events and charity events e.g. music recitals/ festivals, theatre performances, food festivals Parking for 30 cars | 2000 |
| Cleethorpes Promenades | Highway that has vehicular access along the majority of the seafront. Covenants and concessions exist in the area and any event would need to liaise with existing businesses to ensure that the event does not negatively impact on their day to day operation.  | Commercial events, community events and charity events e.g. music recitals/festivals, theatre performances, food festivals  | 15000 |
| Duke of York Gardens | Medium sized open space and park close to Grimsby Town Centre. | Community and Charity Events Onsite parking for 15 cars max | 500 |
| Fords Avenue Open Space | Small green area suitable only for small scale community or charity events.  | Community and Charity Events No onsite parking | 200 |
| Grant Thorold Park | Medium size park and open space  | Commercial events, community events and charity events e.g. music recitals/festivals, theatre performances, food festivals  No onsite parking | 500 |
| Grimsby Riverhead | Former bus station site within Grimsby town centre  | Commercial events, community events and charity events, festivals, theatre performances | 1000 |
| Haverstoe Park | Medium size park and open space. | Community and Charity Events Parking for 100 cars | 400 |
| Neville Turner Way Open Space | Small open space only suitable for small community or charity events | Community and Charity Events Parking for 25 cars | 200 |
| Nunsthorpe Recreation Ground | Small open space only suitable for small community or charity events | Community and Charity Events No parking onsite | 300 |
| Peoples Park | Large park and open space with access to electricity at various points. The park is within a residential area and event organisers are required to liaise with local residents. Larger events will be required to produce a traffic management plan as no parking is available on site or nearby.  | Commercial events, community events and charity  No parking on site | 3000 |
| Poplar Road Open Space | Small open space only suitable for small community or charity events | Community and Charity Events Parking for 15 cars  | 200 |
| Quantock Park | Small open space only suitable for small community or charity events | Community and Charity EventsNo parking on site | 100 |
| Roval Avenue Open Space | Small open space only suitable for small community or charity events | Community and Charity Events | 500 |
| Sea Front Gardens | Large town centre green space with access to the promenade, electricity, water. Vehicle access viaparking space that requires a suspension. Maximum  depth of penetration into the soil is 300mm.  | Commercial events, community events and charity  events | 3000 |
| Sidney Park | Medium sized park and open suitable for larger scale community and charity events, covenants apply to the land and event organisers will be required to be aware of these and not include any activity that breaches the covenant.  | Community and Charity Events Parking for 40 cars | 500 |
| St Christopher’s Open Space | Small open space only suitable for small community or charity events | Community and Charity Events Parking for 30 cars | 200 |
| St James Square | Heritage area in Grimsby town centre, events will need to be in keeping with the nature and location of the site.  | Commercial events, community events and charity  events No parking | 2000 |
| Sussex recreation Grounds | Medium sized park and open space suitable for community focussed events.  | Community and Charity Events Parking only available on the pavilion side on the grass | 500 |
| Sutherland Park | Small open space only suitable for small community or charity events | Community and Charity Events No parking on site | 200 |
| Trinity Open Space | Small open space only suitable for small community or charity events | Community and Charity Events Parking for 10 cars | 200 |
| Weelsby Woods | Large open space only suitable for small community or charity events | Community and Charity Events Parking for 40 cars | 500 |
| Wingate Open Space | Small open space only suitable for small community or charity events | Community and Charity Events No parking on site | 200 |