



# Bristol Parks Forum

representing resident led  
park groups and citywide organisations  
involved in protecting and improving  
Bristol's green spaces

[www.bristolparksforum.org.uk](http://www.bristolparksforum.org.uk)

## Small-scale Community Events run by Park Groups

### *Introduction*

The Parks & Green Spaces Strategy states:

*"Small-scale community events are also important for animating parks and increasing local use of spaces. We will continue to support an annual events programme including events organised by local community groups".*

Park Groups are particularly well placed to run events in parks and hold events both to raise awareness of the parks and of the groups themselves. The Strategy also states that *'we will continue to support and develop these groups'*.

However the current system treats all event organisers in the same way and requires all to complete a Site Licence Application and to pay a fee for all events. While this is obviously necessary and desirable for larger events it is working against the above aims. While the fee is relatively small at its minimum level of £42 this could be the largest item of expenditure for a small event run by volunteers.

The Parks Forum has become aware that its member groups are reluctant to organise events because of the cost and paper work. This has been highlighted particularly by groups at Local Nature Reserves who have supported events organised the the Local Nature Reserves Officer over the last few years and now wish to run their own events. As an example The Parks Forum received this comment from a member group:

*'had intended holding a small scale public event ("Open Day" with perhaps demos by wildlife groups) last year. I obtained the forms from B.C.Council and was appalled at the amount of paperwork. We were not prepared to do this huge amount of work voluntarily, so the event was cancelled'.*

The Chair of another group when told about about the fee said *"well that's it then, we'll cancel it"*.

In order to encourage Park Groups to hold more events the Bristol Parks Forum requests that Bristol Parks and the Events Team adopt the following proposal.

## ***Proposal***

For events that are:

- organised by recognised park groups in the parks that they represent;
- aimed at the local community;
- aim to raise awareness of the park and/or the group;

The following should apply:

1. No fee to be charged by BCC for an Events Licence.
2. The details of the event will be discussed and agreed with Bristol Parks (APM, CPO, CDO, LNRO or Head Gardener). The Parks Events Officer will be notified via a simple form but no Events Licence Application is required.
3. Bristol Parks to extend the current Health & Safety scheme used by Park Groups for work days, to include small events so that they can be covered by the Council's insurance.

We request that point 1 should take effect immediately and that a time-scale for the implementation of points 2 & 3 be agreed by the end of May 2009.

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