

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No.

meeting date: 13 OCTOBER 2015  
title: CHRISTMAS FESTIVAL EVENT IN CLITHEROE CASTLE GROUNDS  
submitted by: JOHN HEAP, DIRECTOR OF COMMUNITY SERVICES  
principal author: MARK BEVERIDGE, HEAD OF CULTURAL AND LEISURE SERVICES

### 1 PURPOSE

1.1 A request has been submitted to hold a music and market event on the Castle Field over 5 days in December this year. This committee approved delegated powers to the Director of Community Services in September 2014, to work with event operators to provide a range of annual events in the borough, to achieve a positive economic impact, and help to promote the area from a tourism perspective (Minute 197, No. 2, September 2<sup>nd</sup>, 2014). This report is submitted because of the nature of the event proposed and the potential impact for local residents.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To sustain a strong and prosperous Ribble Valley
- Corporate Priorities - To encourage economic development throughout the borough, with specific focus on tourism
- Other Considerations – To develop, with relevant partners, measures to support the visitor economy

### 2 BACKGROUND

2.1 The Organiser is Event Owl, who sought to hold a similar type of event in Spring of this year, which members approved and subsequently the organiser decided they did not have the necessary preparations in place to run the event successfully.

2.2 The request to hire the Castle Field in December this year has been received, setting up from 30<sup>th</sup> November and actually open from 2<sup>nd</sup> December until Sunday 6<sup>th</sup>, de-rigging to be off the field on 8<sup>th</sup> December.

2.3 The event consists of food and some craft stalls, around fifty in total, plus a beer tent and a space for music and an ice rink. It is hoped by the organiser that 8000 people will attend across the 5 days. It will be open until 10pm each day and the area would be fenced, to allow a charge of £7.50/£8 to be made for adults, u16s are free.

2.4 The grass area would be covered to protect the surface from foot and vehicle traffic. The proposed hire charge for the space is £1500, plus a bond for damage. This sum is the same as charged to the fair which was held at last year's food festival for 3 days. Depending on the success and nature of the event, this sum would be subject to review for any similar event in subsequent years

2.5 The hirer will need to apply for their own premises licence to enable them to stage the event, which will cover the sale of alcohol.

### 3 ISSUES

- 3.1 The central location and the impact on local residents is the most significant issue arising from staging the event. There would be some implications for local residents and users of the Castle, including music from the event tent until curfew at 10pm each evening from Wednesday 2<sup>nd</sup> until Sunday 6<sup>th</sup> December. There would also be some disruption to Eshton Terrace during the load in/out, which would be subject to a traffic management plan which the organiser would need to present to the Ribble Valley Safety Advisory Group (RVSAG).
- 3.2 The field area itself would be out of use for the duration of the event, with some disturbance in the set up and de-rig periods. The footpaths around the field would be available for general use, and the rest of the Castle Park would remain untouched.
- 3.3 It is not anticipated road closures would be required to stage the event. Although it is difficult to determine what the largest number in attendance at any one time would be, the number of people would be spread across the day. The event organiser will provide the stewarding, and deal with litter arising from the event. Parking in the immediate area could be at a premium, because no on-site provision can be made, though that could be beneficial to the Council's own car park income.
- 3.4 Despite recent newspaper articles publicising the event, it has not yet been considered by the RVSAG, and the licence application, which the organiser will have to obtain, is subject to a separate process.

### 4 RISK ASSESSMENT

The approval of this report may have the following implications

- Resources – The event discussed would not be underwritten by the Council, nor promoted as such, it would be on Council land, if required the Council would charge for any services required of it.
- Technical, Environmental and Legal – Events by their nature have some impact, this event would need to be considered by RVSAG during the development stage if approval is granted by the Committee.
- Reputation – Tourism is an integral part of the Borough's offer and events that are well run and of high quality will help to promote the Borough and the businesses based within it.

### 5 RECOMMENDED THAT COMMITTEE

Considers the request and determines if approval, in principle, can be granted, subject to the normal licence approvals and confirmation by the Ribble Valley Safety Advisory Group of the event organisers' arrangements.

MARK BEVERIDGE  
HEAD OF CULTURAL AND LEISURE SERVICES

JOHN HEAP  
DIRECTOR OF COMMUNITY SERVICES

## BACKGROUND PAPERS

Agenda Item 5, Community Services Committee 2<sup>nd</sup> September, 2014

For further information, please contact Mark Beveridge 01200 414479.