

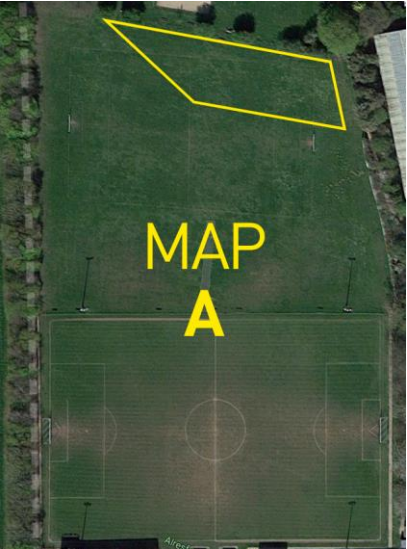
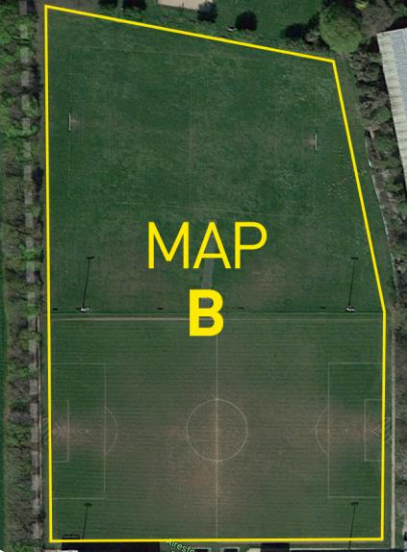
**MEMORANDUM OF UNDERSTANDING BETWEEN NEW ALRESFORD TOWN COUNCIL AND  
ALRESFORD MUSIC FESTIVAL COMMITTEE FOR THE EXTENT OF CONDITIONS FOR ALRESFORD  
MUSIC FESTIVAL COMMITTEES USE OF ALREBURY PARK FACILITIES**

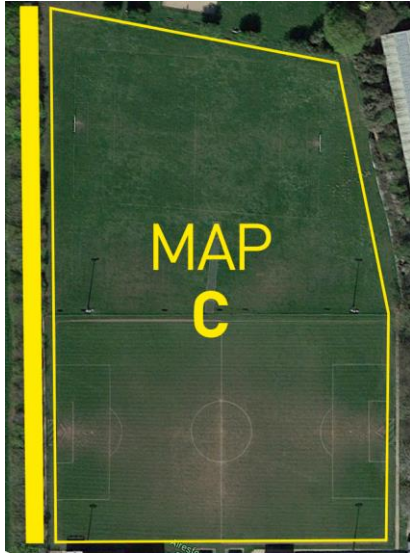
**Preamble**

1. The Alresford Music Festival is held annually on a Saturday in the summer in early June. It is normally the first weekend after the spring half-term school holidays.

**Use of Facilities**

2. New Alresford Town Council (NATC) gives the Alresford Music Festival Committee (AMFC) permission to use:

Item	Clarifications/condition
<p>Arlebury Park for the period from first light on the Tuesday preceding the festival to Monday after the festival. Please note: Tuesday AM – Wednesday AM AMFC will only need a very small ring fenced area of the junior pitch – all other spaces are free, see MAP A below:</p>  <p>No public access from Wednesday PM until noon on Sunday, see MAP B below:</p> 	<p>‘Arlebury Park’ means all the ground from southern extremity by the Alresford Recreation Centre and tennis courts to the northern extremity by the fence by the path along the river. This area excludes the Town Council Offices and the play Area</p> <p>The Festival arena is to be sited between the Town Council Offices and the hedge to the south of the petanque piste.</p> <p>A clear path is to be maintained to the east of the arena so that walkers can use the Wayfarers walk.</p> <p>AMFC is to agree with the Town Football Club and NATC that the fence around the pitch will come down on the festival week.</p> <p>It is agreed between AMFC, NATC and Alresford Town Football Club that the main football pitch and the smaller youth football pitch are both included in the festival main arena. AMFC will seek an agreement in perpetuity from ATFC and will confirm with them annually and work with their groundsman and team as per existing festivals.</p> <p>NATC will not allow the additional hire of Arlebury park during the AMF hire period</p> <p>The areas outside the Festival arena are to remain accessible to the public at all times except for the track to the west of the main football pitch as this is restricted to Festival access only from Saturday 06.00 until 12.00 on Sunday). See MAP C. Exceptions may be allowed if coordinated with AMFC.</p>



Track to the west of the main football is restricted to Festival access only from Saturday 06.00 until 12.00 on Sunday). See MAP C above.

AMF will provide a map showing areas distinguishing areas hired and those available to the public.

AMFC will indemnify, and keep indemnified, to the fullest extent permitted by law, NATC against all actions, suits, proceedings, claims, demands, liabilities, costs, expenses, charges, damages and losses (including, without limiting the foregoing, legal fees, costs and disbursements and any liability to any governmental authority) which may be taken or made against or incurred by NATC directly or indirectly resulting from any act or omission by AMFC pursuant to this [Memorandum of Understanding **OR** Agreement] or otherwise in the course of AMFC's activities in relation to the AMF and related events

Storage

NATC will arrange suitable temporary storage for Festival equipment such as signage and tools. Including the storage of alcohol from bar. No large items of heavy machinery to be stored.

*There are to be no inflammable fuels to be stored. Any items will be stored at AMF's own risk.*

Town Council Office Keys

Keys will be provided to a nominated key holder of the AMFC on the Thursday before the festival so that arrangements can be made inside the Town Council Offices.

NATC does not allow the cutting and retaining of the keys to Arlebury Park

Town Council Offices

AMFC may hire all the rooms in the Town Council Offices subject to the usual booking procedure and terms

The Town Council Offices car park from Friday 18.00 hours to 12.00 hours on the Sunday of the Festival.

NATC will seek permission to close the ARC car park to the public for this period.

NATC will permit use of the Stratton Bates Recreation Ground for Festival car parking from 08.00–23.59 on the Saturday of the Festival at the discretion of NATC's groundsman who will not withhold permission unless weather and/or ground conditions dictate'

Water from the Town Council Offices supply.	NATC to allow use of water supply from Town Council Offices from Thursday to Sunday. AMFC is to meet the event licensing authority's water treatment requirement.
Power from the Town Council Offices supply to enable the construction of the stages before generator power is connected.	NATC to allow the use of Town Council Offices power to enable the construction of stages from Tuesday until noon on Sunday at AMF cost.  The water used will be metered and retrospectively charged for both parties will read the metre and NATC usage will be deducted from Tuesday – Friday.
Floodlighting for the period during which customers are leaving the arena.	Use of the floodlights is permitted to AMFC and operation of lights to be coordinated with Alresford Town Football Club with the perpetuity agreement
Camping.	AMFC will attain approval to permit camping on the lower rugby pitch as agreed with the Alresford Rugby Club. Access to the campsite will be permitted through the lower gate from 18.00 on Friday until 12.00 on Sunday.

## General Terms and Conditions

### Please can these be categorised into AMF and NATC

3. The AMFC is to:
  - a. Request permission annually for the use of facilities in accordance with this MOU as the exact date is known each year
  - b. Ensure insurance is fit for purpose and will supply NATC will a copy of the AMF's Insurance documents on renewal prior to the event taking place.
  - c. Secure a Public Event Licence from Winchester City Council and adhere to any liabilities
  - d. Make good any damage to the grounds or buildings directly caused during the festival
  - e. Leave the grounds and buildings used during the festival in as clean and tidy condition as found before the Festival preparation began.
  - f. Keep the town clerk and the grounds contractor fully briefed on the plans for and execution of the build up and removal of Festival equipment.
  - g. The AMFC will reimburse Alresford Town Football Club and Alresford Town Rugby club for any damage to the condition *of their pitches* resulting from AMF activity.
  - h. Any complaints or incidents resulting from the AMF will be handled by AMFC and where appropriate compensation will be made to residents. Should NATC be required to resolve or compensate for any issues arising from the AMFC then AMFC will make full restitution to the council.

- i. AMFC to organise, hold and advertise their annual post festival parties/events at the Town Council offices subject to Hall availability and at standard cost.
- j. NATC reserves the right to curtail, with immediate effect, any of these conditions if it proves to be problematic to the residents of Alresford, with reasonable compliments upheld.
- k. NATC reserves the right to make a charge for the use of the grounds. A schedule of fees will be assessed annually.
- l. AMFC will erect a tent on the grass next to the football hut and tennis courts.
- m. AMFC will set-up a registration desk by front doors of ARC.
- n. AMFC will liase with the groundsman and Town Council staff on the grass cutting and availability directly.
- o. NATC and AMFC to consider lopping trees with a contractor based on health and safety basis, ahead of festival (but not during festival week) AMF to pay for this.
- p. NATC to avoid any non-emergency maintenance in Arlebury Park
- q. AMFC allowed to put signs at entrance of Arlebury Park.
- r. Access to tennis courts by foot only (no parking in Arlebury Park) from 18.00 on Friday until 12.00 on Sunday.
- s. AMF will recognise the Town Council in advertising literature ‘by kind permission of’.
- t. These Terms and conditions are without prejudice.

**Contingencies**

While this is intended to be a complete list of arrangements, inevitably there will be contingencies requiring minor variations. These are to be notified to and coordinated with the Town Clerk.

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**Chair, Alresford Music Festival Committee**

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**Alresford Music Festival**

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**Chair, New Alresford Town Council**

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**Town Clerk, New Alresford Town Council**