

SHEDFIELD PARISH COUNCIL

(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)

Outdoor personal fitness classes and 'boot camps' have become increasingly popular in our recreation grounds and open spaces and the Parish Council does need to ensure that fitness operators have our permission to run their business from our sites.

As part of a healthy lifestyle, the Parish Council encourages residents to enjoy our open spaces and joining an outdoor fitness class is a great way to look after your health and wellbeing.

The increase in popularity of outdoor fitness also raises a number of issues:

- It is not easy for residents to determine whether a fitness trainer is reputable, for example whether they are trained and qualified, hold appropriate insurances, follow best practice in respect of safety measures and DBS (Disclosure and Barring Service checks)
- Fitness classes, especially larger ones can have an impact on the grounds and maintenance of the park and on other users.

Commercial fitness businesses hosting classes in our recreation grounds and open spaces are asked to register with the council and gain permission. The Parish Council will issue a licence and fees will be charged based on the type of class hosted and the frequency of the classes; this fee helps to support the administration costs and the maintenance of our green spaces used by those groups, for the benefit of all open space users.

As part of the licensing process, operators have to be registered with REPS or UKactive and agree with their code of practice.

Applying for a licence

If you plan on running fitness or sports training groups in a park or open space, please apply for your licence from us at Shedfield Parish Council : clerk@shedfieldparishcouncil.org.uk 01329830060/07918623009.

To apply for a Fitness Licence please ensure you have:

- Completed an application form.
- Read and understand our Conditions of Hire.
- Registered with REPS or UKactive and agree with their code of practice.
- Have Public Liability Insurance
- Supply a risk assessment covering the activity and the location of your class.

Shedfield Parish Office, Upper Church Road, Shedfield, Southampton, Hampshire SO32 2JB

Telephone: 01329 830060 Mobile: 07918 623009

Email: clerk@shedfieldparishcouncil.org.uk

www.shedfieldparishcouncil.org.uk

Adopted Full Council 29 March 2021

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- **Outdoor Fitness Classes - Land Hire Application**

| Site you are applying for: |
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| Details of your organisation | |
|--|----------|
| Activity Name | |
| Type of Organisation | |
| Name of your business or group | |
| Contact name | |
| Phone number(s) | |
| E-mail address | |
| Address | |
| | |
| | Postcode |
| Bank details (Account name, sort code, account number) | |

| Services | Yes | No |
|--|-----|----|
| Do you hold Public Liability Insurance of £10 million? If Yes, please enclose a copy of the policy with this form | | |
| Risk Assessment attached (to include the assessment & management of covid-19 risks) https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-personal-trainers-and-coaches-on-the-phased-return-of-sport-and-recreation | | |
| Coach/Instructor/Professional Certification attached Registered with REPS or UKactive | | |

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| Description of activity |
|-------------------------|
| |

| Frequency of activity |
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| Fees for land hire and deposit |
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| Fees will be agreed on application depending on the activity and number of classes held. The council reserves the right to charge a refundable damage deposit fee. |

| Return completed application form to |
|---|
| Email Clerk@shedfieldparishcouncil.org.uk . Parish Office, Upper Church Road Shedfield SO322JB 01329830060 / 07918623009 |

| GDPR Privacy notice |
|---|
| Shedfield Parish Council are committed to collecting, using and protecting your personal data appropriately. Data is collected in this case, in order to process your application for the hire of land in Shedfield Parish. By completing this form you are agreeing to the Parish Council's privacy policy which can be found on the main Shedfield Parish Council Website |

Data Protection Act 1998 Declaration

The data on this form is collected and held in a database on a computer and paper records for administration purposes.

Note: An application is not confirmation of a booking. The Parish Council reserves the right to refuse or cancel any booking without question and will not be subject to any losses that occur from cancellation.

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I confirm that I have read and accepted the Conditions of Hire. I confirm that the information provided is correct and I apply for permission to hold the event described on Shedfield Parish Council land. If my application is accepted, I agree to pay any fees charged by the Parish Council and adhere to any other requirements which are notified to me by the Parish Council prior to the commencement of the event. In addition, I agree to inform the Parish Council of any changes to the application form.

| | | |
|---|------|--|
| <i>Signed (if returning via email a signature is not required as long as the form is sent by the person's name above)</i> | | |
| Name <i>(in block Capitals)</i> | | |
| Position | Date | |

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