

USE OF DPC SPORTS FACILITIES

STATEMENT OF POLICY

The Parish Council of Denmead (“DPC”) is solely responsible for the management of the Ashling Park & Kidmore Field (KGV fields & extension), Harvest Field and any other area owned by the Parish Council of Denmead designated for football or other sport in the future. This responsibility includes both the maintenance of the areas and the allocation of use appropriate to their condition at the time. DPC undertakes to endeavour to provide facilities for the community to the extent that ground conditions permit. Separate leases/agreements may be entered into for self contained areas such as Bowls or Tennis.

DPC acknowledge the shortage of large areas of open space suitable for sports pitches and will continue to follow through any methods of increasing these areas including pressing Winchester City Council. DPC will work to maximise the sports playing and training possibilities within the parish according to their means.

The primary use of the pitches is for pre-booked matches. Under normal weather conditions the full size pitches should take 2 matches each per weekend making a total of four. All training should ideally take place on training zones as opposed to pitches. DPC remains cognizant of the fact that Ashling Park is also the primary informal open space within the Parish and as such needs to remain in a suitable state for general use as well as Club use. This policy is in accordance with the rules of management of the King George V Trust

DPC employ Park Attendant/Rangers (“Rangers”) as their delegated representatives out of office hours in these areas. DPC expect their staff to be respected and that the Rangers are acknowledged as their representatives. The Ranger has the final decision about the state of the ground although they may discuss matters with users first.

If the user wishes to challenge the Ranger’s decision he may do so, in writing, to the Council. DPC will undertake to consider the matter at the earliest opportunity (for committee this will be at the next committee meeting. Committee meetings are held every six weeks). DPC will undertake to make all reasonable efforts to honour a booking however it is not responsible for the weather.

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SPORTS POLICY IMPLEMENTATION

Non-compliance with the conditions set out below will result in penalties being imposed. Penalties will take the form of suspension of the entire Club due to the breach. Length of the suspension will depend upon the severity of the breach. (See Appendix 1)

I. BOOKINGS

- 1. ALL use of the facilities whether for training, matches, social or charitable must be booked.**
- All bookings must be made on an official form. For regular users, once a signed Sports Undertaking Form has been received booking forms can be provided electronically and sent by email.
- All team managers for every club must sign the Sports Undertaking
- 4. Bookings must be made by 10 am on preceding Thursday. Late bookings will incur an additional administrative fee and are not guaranteed.**
- Bookings must be accompanied by the requisite deposit as specified on the booking form
- For regular users bookings must be for a minimum of 10 consecutive sessions (these can be for a mixture of training/match/social). Bookings for fewer sessions will be subject to VAT
- Bookings will be invoiced on receipt – this can be taken as acceptance of the booking
- Fees must be paid ahead of the fixture or the booking may be cancelled.
- Bookings are for a size/type of pitch and this must be stated. *Bookings are not for a specific pitch*
All bookings must specify who the booking team / manager is, the age group playing and once confirmed who they are playing
- 10. DPC reserve the right not to accept ANY training bookings on pitch 1**
- All bookings must specify if they require the referees facilities
- Bookings must specify if it is a Cup Match – and whether the hall is therefore required.
- Please specify if disabled / ladies changing facilities are required.
- 14. At the beginning of the football season** DPC engage to wait for the information to be received from the different leagues before confirming the bookings. For the full size pitches DPC will work on the premise of initially allocating one match to each of two adult clubs and 2 matches to the junior club (under 16). Clubs may make a provisional enquiry for extra matches in case the other clubs are playing away on that day. DPC engage to let them know soonest as to whether this is possible. If no booking is received for a certain date DPC reserve the right to accept a booking from another user.
- 15. The Ranger has the discretion to deal with late/'unreceived' bookings taking into account any other bookings that have been accepted. Unconfirmed bookings cannot be guaranteed.**
- 16. DPC reserve the right to cancel any bookings due to adverse weather conditions.**

II SEASONS

In order to allow the ground to recover from football and the cricket pitch to be prepared and vice versa DPC will take NO bookings for pitches 1, 2 or training zone 3 or 6 for the period 1 April – 1 May or 29 August to 9 September. (Precise dates may need changing annually although time period remains the same). **NO** football bookings on original KGV Ashling Park to be taken between 1 April and 9 September without specific Amenities committee permission.

III GENERAL

- All users must comply with the KGV Rules and Conditions
- All users must sign in with the Park Attendant/Ranger before setting up on the field or in the Pavilion
- The Pavilion is a NO SMOKING area.
- All users of the Pavilion for any reason (including stores) must sign the Fire Safety Procedures.

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5. Users of the building must sign the Fire Register as well as the sports signing in book on arrival.
6. Users are responsible for leaving the facilities clean and in good order. (There is a cleaning cupboard in the foyer for user's use)
7. Footwear with Studs/spikes are not permitted in the Hall/kitchen/Youth Room
8. Users are asked to use suitable equipment for indoor use inside the Pavilion
9. Hard Balls are not permitted inside the Pavilion. If clubs are training indoors, foam balls are available by negotiation with the youth groups.
10. Do not pin or stick up notices or decorations except on the official notice boards.
11. You are asked to comply with all official notices posted by the Managers regarding the use of the Pavilion
12. Lockable kitchen cupboards are available for regular users of the hall/kitchen facilities at no extra charge.
13. Items in the unlocked cupboards are available for general use. However please remember that most of it belongs to another group and wash up /put away before leaving the premises. Breakages should be made good.

IV FOOTBALL

A. MATCHES

Available Pitches as at Summer 2007

- **Full size – Pitch 1 & 2**
- **Junior size – Pitch 4a & 4b. These pitches cannot be guaranteed to be available simultaneously**
- **Mini size – Pitch 3a & 3b. These pitches cannot be guaranteed to be available simultaneously**
- **Informal (non-league) matches can also be booked on Kidmore when the Archery Club have not booked.**

Rules & Conditions –

1. Manager / Designated official must liaise with Ranger(s) on arrival as to state of pitch
2. The Park Attendant/Ranger has the FINAL decision as to whether the ground condition is good enough to proceed and which pitch will be used.
3. Manager / Designated official must sign in stating team
4. Ranger(s) will assess the pitches AFTER a morning game to see if the pitch is still playable for the afternoon match. Should this not be possible the Ranger will telephone the Club's representative as soon as possible afterwards to cancel the match. (Secretary / Relevant Manager if telephone number provided)
5. Rangers will help to put out 11 a side goals. Booking club must help
6. Goals must be taken down and put away after every game. If a club has a second game that day the goals may stay up providing that a club official remains on the ground for the duration of the break and takes responsibility for the goals and goal areas and signs in with the Sports Attendant to that effect.
7. Club is responsible for providing / putting up goals for smaller pitches
8. DPC owns 6 a-side goals which can be booked at time of booking (not junior size)
9. Booking Club is responsible for corner flags, nets, etc. DPC owns one set of corner flags and nets which can be booked ahead of time.
10. Should the Club wish to cancel they must inform the Council (Office during week/Ranger(s) at weekend). Credit will not be given should the Club fail to give sufficient notice.

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B. TRAINING

Available Training areas:

- Training Zones A (North) & B (South) – Southwest corner of park. Laid crosswise across Pitch 4 Most suitable for older players due to the strength of their kicks
- Training Zone C. Overlaps Pitch 4a. Southern edge can be wet in winter
- Training Zone D. Lies between Bowls and Playground. Unsuitable for older players except for fitness skills
- Training Zone E Area of grass near southern car park, playground, bowls club. Irregular area but good size including Pitch 3b. Unfortunately close to residential so unsuitable for older players.
- Training Zone F. New area adjacent to Pitch 2. Includes Pitch 3A
- Training Zone G. Small area under oak tree.
- Training Zone H. Small area adjacent to skatepark only suitable for circuit skills / fitness (available without charge when other areas in use.)
- Kidmore Field. Large training zone suitable for adults or larger children. Could accommodate more than one group of juniors/minis. Archery side unsuitable for studs due to short level of grass. Only suitable summer and early winter unless dry season. After rainy season starts becomes too wet. Improving in quality every year.
- Harvest Field. This is a reasonable size kickabout area but open for clubs to book for training. Becomes unuseable after the rainy season starts.

Present total of training zones – 6 on Ashling Park; 1 at Kidmore Field; 1 at Harvest Field

There will also be a further zone once the grass is established in the old pavilion area.

Rules & Conditions

11. On arrival for training all managers / trainers must sign in with the Ranger(s) before set up.
12. The Ranger(s) will liaise on the state of the ground. **Ranger has the final say at to whether ANY area may be used or not.**
13. Saturday morning will be divided into ‘early’ and ‘late’ sessions. There should be a clear division between the 2 sessions giving time for the first group to disperse and the second session coaches/managers to sign in before the second group arrive.
14. **A maximum of 6 areas in Ashling Park** may be booked for training at any one time. In dry weather a further 2 areas may be used in Kidmore field and Harvest Field. DPC **will not** accept bookings for more should more groups turn up to train at the same time the extra groups will be turned away
15. The Ranger(s) may request the rearrangement of the zones allocated according to size should the ground conditions so dictate. DPC will allocate the size of zone dependant on the number of reservations for the day thus the more groups booked the smaller the area per group.
16. The Clubs are asked not to use the areas closest to residential property for the larger/more powerful players.
17. Bookings will only be taken for Kidmore and Harvest before the wet season commences. Thereafter there will have to be a week by week judgement made by DPC on the state of the ground.
18. In the event of other areas being unfit for use the Ranger may, taking into account any other factors (e.g. match bookings), ask the user to move to a pitch area. In this case there will be no extra charge. In the unlikely event of Pitch 1 or 2 being used against the instruction of the Ranger on duty then a full adult match fee will be charged and the matter will be referred to Committee for consideration of the breach.

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19. During the change-over from Football to Cricket (April) junior football training for ages 5-8 ONLY will be permitted outside the cricket boundary and re-instatement areas. NO other football will be permitted on the KGV side of the park.

V. CRICKET

The cricket season lasts from the beginning of May until the end of August. The maintenance of the cricket table is the responsibility of Denmead Cricket Club. The Cricket outfield is not to be cut by the Club after 14 August in the interests of returning the grass to a suitable state for the football season.

The cricket greenkeeper and DPC's Head Groundsman will liaise on matters pertaining to the ground.

Cricket Club(s) are asked to comply with all the booking and general conditions

VI OTHER USERS

Specific conditions for specific sports will be considered as and when they occur.

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Appendix 1

Penalties for breaching the Denmead Parish Council Sports Policy and Rules

1. Any breach of any of the Sports Policy and Rules will result in the issuing of a Yellow Card. The Parish Clerk is authorised to inform the club or organisation of this official warning as to future conduct.
2. Two Yellow Cards in any 8 week period will result in a Red Card. The Parish Clerk is authorised to cancel all the match bookings made by the club for their next weekend of matches, and to inform the club and the local governing body for that sport. The matter is to be brought to the attention of the next Amenities Committee meeting.
3. Any club ignoring, abusing, or undermining the authority of the Park Ranger will receive an automatic Red Card. The Parish Clerk is authorised to cancel all the match bookings made by the club for their next weekend of matches, and to inform the club and the local governing body for that sport. The matter is to be brought to the attention of the next Amenities Committee meeting.