

## BOOKING FORM FOR: FAIRS, CIRCUSES AND OTHER OUTDOOR EVENTS

### NOTES FOR COMPLETING FORM

**Complete section A** (Details of event and site required)

**Complete section B** (Details of event organiser)

**Observe and comply with section C** (Charges and Special Conditions)

**Complete and sign section D** (Declaration)

### SECTION A

EVENT NAME: Locke Park Charity Bonfire and Fireworks

SITE REQUIRED: Locke Park - Main car park, adjacent fields, adjacent hardstanding play areas.

DATE OF EVENT: FROM 31/10/2025 TO 02/11/2025 - Main event on 01/11/2025

TIMES: FROM 08:00 31/10/2025 TO 13:00 02/11/2025

DOES YOUR EVENT INCLUDE ANY OF THE FOLLOWING LICENSABLE ACTIVITIES (PLEASE TICK)  
(PLEASE NOTE SCHEDULE 2 IN TERMS AND CONDITIONS OF BOOKING)

LIVE MUSIC

RECORDED MUSIC

PERFORMANCE OF A PLAY

DANCING

SALE OF ALCOHOL

BOXING OR WRESTLING

LATE NIGHT REFRESHMENTS AFTER 11.00 PM

PLEASE WRITE BELOW, WHICH ACTIVITIES NAMED ABOVE OR ALTERNATIVELY ANY OTHER ACTIVITY NOT MENTIONED THAT WILL BE THE MAIN FOCUS OF THE EVENT.

Bonfire and firework display. Funfair provided by Roger Tubby & Son.

\* Should you be considering having a funfair at your event, please contact us prior to booking said funfair to enable the Authority to carry out the necessary checks. Fairgrounds will only be allowed in line with Showman's Guild rules.

## SECTION A Continued ...

ANTICIPATED NUMBER OF SPECTATORS AT THE EVENT **500+ \*** 4000-7000 (capped)

WILL THERE BE A CHARGE FOR ADMISSION TO THE EVENT **YES** NO

WILL THERE BE A BAR ON SITE/ALCOHOL SOLD AT THE EVENT **YES \*** NO

- \* (A Temporary Events Notice will be required should you anticipate more than 500 attendees).
- \* (A license will be required should you wish to have a bar at the event)
- \* Please contact Licensing on 772468 for further information)

WILL THERE BE ANY STREET TRADERS OR STALLS AT YOUR EVENT (PLEASE SELECT ONE):

NO STALLS

LESS THAN 5 STALLS  
please contact [streettrading@barnsley.gov.uk](mailto:streettrading@barnsley.gov.uk)  
before making application

5 STALLS OR MORE  
please contact [markets@barnsley.gov.uk](mailto:markets@barnsley.gov.uk)  
before making application

ATTRACTIIONS PLANNED TO BE ON SITE OR TAKE PART IN THE EVENT ARE:

MOBILE CATERING UNIT	<input checked="" type="checkbox"/>	HOT AIR BALLOONS (please state number)	<input type="checkbox"/>
ICE CREAM VANS	<input type="checkbox"/>	BALLOON RACE WITH GAS CYLINDERS	<input type="checkbox"/>
CHILDREN'S PLAY EQUIPMENT	<input type="checkbox"/>	ARMY OR SERVICE DISPLAY	<input type="checkbox"/>
ANIMALS – HORSE/DONKEY RIDES/ ANIMAL DISPLAYS ETC.	<input type="checkbox"/>	COMMERCIAL STALLS	<input checked="" type="checkbox"/>
CRAFT STALLS	<input type="checkbox"/>	LARGE RIDES (approx 2)	<input checked="" type="checkbox"/>
AMUSEMENT ARCADES	<input type="checkbox"/>	OTHER (please state below):	<input type="checkbox"/>
BOUNCING CASTLE/INFLATABLE SLIDE	<input type="checkbox"/>	Catering, commercial stalls, large rides all provided by Roger Tubby & Son.	
VINTAGE VEHICLES	<input type="checkbox"/>		

## SECTION B

NAME OF EVENT ORGANISER: [REDACTED]

NAME OF SITE MANAGER IF DIFFERENT FROM ABOVE: .....

TELEPHONE NO. [REDACTED] E-MAIL: [REDACTED]@[REDACTED].[REDACTED]

NAME OF ORGANISATION: Barnsley Round Table

COMPANY/CHARITY NO. (IF APPLICABLE) .....

TELEPHONE NO. [REDACTED] E-MAIL: barnsley@roundtable.org.uk

WEBSITE: <https://www.facebook.com/BarnsleyRT/> ADDRESS: 19 Barberry Court, Barnsley, S70 3RS

## SECTION C

BOND: £ .....

SPECIAL CONDITIONS: Observe and comply with Terms and Conditions supplied; The Licensing Act 2003;

## SECTION D

**I agree to rent the site in accordance with the Terms and Conditions of Letting and in accordance with any additional advice/recommendations made by Parks Services Management Team**

Signed on behalf of the Organisation: [REDACTED] Dated: 29/07/2025

Name: [REDACTED]

Position: [REDACTED]

Signed on behalf of the Council: ..... Dated: .....

Name: .....

Position: .....

### Check list:

Please make sure you have fully completed and enclosed the following:

	Tick
Completed Section A	✓
Completed Section B	✓
Enclosed payment as stated in Section C	Provide invoice
Signed declaration in Section D	✓
Enclosed details of Public Liability Insurance	✓
Enclosed layout plan and event site	✓
Risk Assessment	✓
Applicable Licencing Obtained (Street Trading Consent or Market Licencing)	n/a

Please return to:

Parks Services, PO Box 634, BARNSLEY, S70 9GG