

Form (CM/NM/Road Closures)

HIGH PEAK BOROUGH COUNCIL

REQUEST FOR ROAD CLOSURE

Name of Organisation: _____

Name of Main Contact: _____

Address: _____

Daytime Telephone Co: _____

**E mail address
(if possible)** _____

Description of Event: _____

Date: _____

Roads to be closed: _____

Times of Closure: _____

Has this closure been Discussed with the Police? YES/NO

Is there to be a diversion of traffic? YES/NO

Signed: _____

Date: _____

**PLEASE RETURN TO MRS C MILLER/ LEGAL AND DEMOCRATIC SERVICES,
Council Offices, Hayfield Road, Chapel-en-le-Frith, High Peak, SK23 0QJ**

Conditions (NM/Road Closures)

TEMPORARY CLOSURE OF ROADS

SECTION 21 TOWN POLICE CLAUSES ACT 1847

CONDITIONS

Please read carefully

1. Consent is given to the temporary closure of roads subject to the approval of the Police and contact should be made with them if this has not already been done.
2. Consent is given on the understanding that the frontages of the properties involved or affected by the closure have no objections.
3. Proper signing of the closure, erection of road closed signs and any diversion route should be carried out by the organisers in consultation with the police. For further information and advice please contact Mr Geoff Walker on telephone 01629 539929.
4. Where any bus services are involved consent is given subject to the Bus Companies agreeing and re-routing. Bus Companies are notified by Derbyshire County Council.
5. The Organisers should organise the event so that fire, police and ambulance services can gain access in an emergency.
6. It is most desirable that temporary closures be cleared before the hours of darkness but where this is not possible then the signs etc. should be illuminated.
7. The site of the event should be left in a clean and tidy condition.
8. The Organisers should indemnify the County Council by means of insurance against public liability that may arise from the closure.

It is the responsibility of the Organisers to post notices, which will be supplied by the Borough Council.

GUIDANCE NOTES FOR EVENT ORGANISERS

What does the Organiser have to do?

Complete the (CM/NM/Road Closures) form.

Inform the Police in order that they can complete a 1066 form.

Post the form to High Peak Borough Council (address overleaf).

Is there a charge?

No. The application is free.

How long does it take?

Allow 12 weeks. Once your application is received, the Council has to consult with Derbyshire County Council and the Police.

What happens then?

I acknowledge receipt of your application and consult all parties.

If there are no objections, a Legal Order will be drafted, signed and sealed by the Assistant Chief Executive.

The organiser will be supplied with six copies of the Legal Order.

What else must the organisers do?

The six copies of the Legal Order must display on lampposts before the event.

The notices must be put up at each end of the closed road and at points in between where roads feed into the closed roads.

The organisers must

- appoint any necessary marshals
- arrange insurance
- obtain 'NO WAITING' cones if they are necessary, and get authorisation to use them from the Police otherwise their use is not enforceable.
- consult all frontages on the road that is affected by the closure.
- notify any objections to the Council from people whose properties face

onto the closed road at least 8 weeks before the event. Grievances and objections notified by frontages to the organiser should be taken into account and dealt with accordingly.

Please note that applications received outside the deadlines given above will not be processed.

PUBLICITY

Local (non-commercial) events can be publicised in the High Peak Borough Council **CONNECT** magazine and on the website as follows –

2010 EDITIONS	DISTRIBUTED	INFORMATION DEADLINE
March	5 April	1 March
July	26 July	28 June
November	15 November	18 October

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