Okehampton Town Council

Simmons Park Hire Fees and Charges 2027/28

The charges for Okehampton Town Council facilities are as follows for the period 1st April 2027 to 31st March 2028, the Council reserves the right to amend them at any time.

Charges for the hire of the Park are per day unless stated otherwise. The times stated on the booking form must include setting out and clearing up, and the park must be vacated by the time stated. A refundable deposit will be required for all bookings (commercial and not-for-profit).

All charges include VAT	Trading/Event Day		Additional setup/closedown days	
	Community	**Commercial**	**Community**	**Commercial**
Hire fee per day	Free	£433	Free	£100
Refundable deposit (Per booking)	£50	£50	-	-
Charge if rubbish is not removed	£100	Cost of removal	-	-

A £50 refundable deposit for all bookings is required at least 14 days prior to the date of hire. The deposit may be retained in full or in part in the event of any damage caused to Council property or if waste/rubbish is not removed from the site following the hire.

If any rubbish is left on site, a fee covering the cost of its removal will be charged. Please contact us for a quote to verify any possible costs.

All users and hirers must comply with health and safety regulations, complete a site-specific risk assessment form, and provide a copy of their public liability insurance with cover of £10 million as a minimum.

Temporary toilets provided by the hirer must be secured when not in use, delivery and collection dates/time to be agreed. The hirer is responsible for any clear-up that may be necessary, and the deposit may be used to facilitate this if necessary.

All bookings must comply with the requirements of any other licences that may be needed, for example a Temporary Event Notice (TEN) from WDBC for the holding of one-off events where there will be entertainment, alcohol, hot food or drink for sale. In the event of a requirement for an extended or additional licence cover, a minimum of 6 weeks' notice must be given in order for statutory approval to be sought.

The Simmons Park Bylaws must be adhered to.