

## Outdoor Fitness License application form for the period 1 April 2021 to 31 March 2022



This document provides details of the licensing scheme which must be obtained by commercial physical fitness training providers wishing to operate on the Cuxton Recreation Ground.

### 1. **Aims and purpose**

The outdoor fitness training licensing has the following aims to:

- allow licensed trainers to contribute to physical wellbeing of the residents of Cuxton and neighbouring parishes
- help to regulate physical training on the recreation ground, ensuring that all commercial training activities make a financial contribution towards the costs of the Parish Council in maintaining the recreation ground
- help balance activity on the recreation ground and ensure the shared space is accessible to all users
- regulate the quality and safety of activities on the recreation ground.

### 2. **Minimum standards**

Physical activity providers must meet the following minimum requirements to be eligible to obtain a license:

- a. Provide evidence of a REPs (Register of Exercise Professionals) level 3 (or equivalent) qualification
- b. A comprehensive risk assessment
- c. Public liability insurance (Minimum £5 million)
- d. Emergency first aid plan
- e. Outline of the sessions and identified outcomes
- f. Health & Safety Plan

### 3. **Enforcement**

The Parish Clerk and nominated parish councillors have the authority to enforce the outdoor fitness training licensing scheme. Breach of the park byelaws may result in prosecution.

### 4. **Billing**

The fee will be invoiced annually on 1 April. Payment must be made before the commencement of any sessions. BACS payment should be made to:  
Cuxton Parish Council

Barclays Bank PLC  
Sort Code: 20-54-25  
Account No: 73637557

## **Outdoor Fitness Annual Fee:**

**1 April 2021 - 31 March 2022**

For 1-5 participants

- 1-3 sessions a week: £150

For up to 20 participants

- One session a week: £260
- 2-3 sessions a week: £500

**A refundable deposit of £100 is also required for the gate key.**

\* **Fees** are reviewed each March. In the event that the License is terminated by the authority, the licensee shall not be entitled to any full or partial refund.

## **Guidance**

- The term "session" is defined as an instructor led physical activity class up to a maximum of 90 minutes
- This application should be completed after reading the Cuxton Parish Council Outdoor Fitness Terms & Conditions

## Application Form

Contact Details (Please note that the applicant named in this application form will be the main contact)			
Name of Applicant:	Title	First Name	Surname
Name of Organisation:			
Name of Session:			
Contact Address:			
Invoice Address (if different):			
Company No.) if applicable):			
Charity No. (if applicable):			
VAT Reg No (if applicable):			
Email address:			
Telephone number:	Daytime	Mobile	
Is your organisation based in Cuxton?	Yes		No
Name of Session Manager (if different from above)	Title	First Name	Surname
Telephone number	Daytime	Mobile	
Name of Management Organisation:			

Session Information:			
Please state the specific area required for your sessions	Grass Areas or Courts		
Please state the preferred date and times for your individual training sessions per week			
Please state the preferred date and times for your large group sessions per week			
Number of participants per session (This should not exceed a maximum of 25)			
Session Dates	Date from:	Days	
	Date to:	Times:	
Access			
Is a gate key required for which a £100 refundable deposit is required, The deposit will be returned when the key is returned.	Yes	No	
Licensable Activities			
Will food or drink be sold at the session?	Yes	No	

Council Minimum Standards. In the list below, please tick to show which items of information you have included with this application

Document/Information required	Included?	
	Yes	No
Level 3 REPS (or equivalent)		
Risk Assessment		
Proof of Insurances (as per Outdoor Fitness Terms & Conditions)		
Emergency First Aid Plan		
Health & Safety Plan		

If any of the information above is not included your application may not be considered complete. If this is the case, please explain when the information will be provided:

Any other information you wish to supply in support of this application

Please email your completed form to [clerk@cuxtonpc.org.uk](mailto:clerk@cuxtonpc.org.uk)

If you have any queries please contact: June Nicholson Clerk/RFO 07483349613 The Pavilion, Recreation Ground, Bush Road, Cuxton ME2 1EZ

I understand that this application does not mean I have permission to hold the sessions. I may be required to provide more information to support my application before being finally granted permission with a signed License.

I understand that false information supplied will result in being excluded for consideration of a physical activity training license to provide physical activity training at Cuxton Recreation Ground.

I understand that the council requests that the licensee does not announce press releases, marketing information or advertising for their sessions until they have received confirmation of their license. I understand that the council shall not be liable for any consequential losses to the hirer however so caused.

I warrant and represent that I, the undersigned, have the full authority of my organisation/company to make this application. I certify that the information supplied is correct to the best of my knowledge

Signed by authorised representative for the group /organisation submitting this application:

Signed by applicant:

Name of Applicant:

Date submitted: