

# MIRFIELD AGRICULTURAL SHOW SOCIETY – TERMS AND CONDITIONS

## Mirfield Show – 2022

The following is a list of terms and conditions that must be adhered to by all stall holders, attractions and food concessions at the Show. Please read these carefully and note those that apply to you. Required Documents should be brought with you on show day - they will be checked.

### GENERAL SAFETY

1. All participants must comply with any reasonable request made by any Committee Member, Show Steward, or Security Staff.
2. Hazard lights must be used on all moving vehicles and speed must be kept at 5 mph at all times while on the showground.
3. Unless a valid parking permit is displayed, all vehicles are to be removed from the showground between 10:00 hrs and 16:30hrs OR upon the instruction of a steward/security officer. Permitted Vehicles may only be parked in accordance with their permit, which must be displayed.
4. All attractions and stalls must provide a copy of their public and employers liability insurance with their booking and have the current documentation available at the show.
5. Tent fabrics together with materials and drapes or linings used in conjunction with any temporary structures must be flame retardant (to BS 5438 and 7157).
6. All stakes/pegs used for securing marquees/tents/gazebos must be adequately protected in areas that are accessible to the public.
7. All Stallholders are responsible for their own gazebos and the safety of those gazebos. These must also be secured sufficiently to avoid risk from gusts and strong winds. Guy ropes are not permissible.
8. No rope, shackles or any form of hitching SHOULD be attached to any trees on the Site.
9. The provider of any stall, attraction or entertainment must take all reasonable steps to consider and control any risks, or potential risks, to the health and welfare of show attendees and must discuss any areas of concern with the Show Committee at the time of booking.
10. The Show Committee reserve the right to refuse admission to or require the immediate shut down and or removal of any stall, attraction or entertainment, even if their booking has been accepted, if it is considered by the committee that the stall, concession, attraction or entertainment represents any risk to the health or welfare of any other person or animal attending the show.
11. Any stall, food concession, attraction or entertainment that involves the use of any heat source or combustible or inflammable item must provide appropriate fire protection equipment and personnel trained in its use.
12. Consideration should be given to the effect that inclement weather will have upon your stall, attraction or entertainment. Should weather conditions deteriorate to a point where significant damage to the show ground may be caused by vehicle and equipment withdrawal, an exit strategy must be agreed with the safety & security manager prior to vehicles exiting the site.
13. Failure to comply with the agreed exit strategy may lead to re-instatement costs being passed to the stall holder, food concession, attraction or entertainment provider.

14. It is the Stallholders and Food Concession's responsibility to REMOVE all litter or rubbish from their stall, attraction, food concession or entertainment space on the showground - this includes leaflets and other handouts.
15. A skip will be provided for litter and general rubbish. No electrical items or hazardous items or substances may be placed in any skip or litter bin on the showground but must be removed and properly disposed of by the stall, food concession, attraction or entertainment provider.
16. The Show Committee accepts no responsibility for any injury or loss incurred as the result of the attendance of your stall, food concession, attraction or entertainment at the Show.
17. Any stall, food concession, attraction or entertainment that involves the use of intellectual property rights must make its own declaration and payment of any fees.

### **Safeguarding**

18. All entertainment where the performers are under 16 years of age must be chaperoned at all times, by an appropriate adult licensed by Kirklees Council, parent, grand parent or legal guardian.

### **Electrical**

19. All attractions, food concessions and stalls using any form of electricity must have an appropriate Certificate of Electrical Safety available at the show.
20. All attractions, stall, food concessions, MUST have appropriate fire extinguishers available and accessible in the event of an emergency.
21. All electrical installations and equipment MUST comply with the general requirements of the Electricity at Work Regulations 1989.
22. All portable generators or power supplies must be suitably guarded, and the installation checked, approved and certified by a suitable Electrical Engineer before operation.
23. All electrical equipment MUST be installed, so far as is reasonably practicable, so that the public or unauthorised employees cannot gain access to cause interference with the power supply. All equipment exposed to weather will be suitably protected. All portable generators for electrical power supplies will be appropriately located to minimise noise. All generators MUST be fuelled by Diesel, fitted with Earth Leakage Circuit Breakers and earth spikes.
24. Wherever possible, cables must be routed or buried so that they do not cause tripping hazards or be crushed by vehicles. Armoured cabling must be installed for hazardous voltages protecting against contact with sharp edges or crushing by heavy loads, e.g. those which could cause electric shock if damaged.
25. Suspended overhead cables must have a minimum vertical clearance of 17 feet from the ground and a minimum horizontal clearance of 3 feet on either side of the normal passage space for vehicles.

Additional advice is contained in HSE Guidance Document GS50 - (2nd Edition) – "Electrical Safety at Places of Entertainment". Further guidance notes are also available from the Kirklees Council and can be supplied by them on request.

## **Food and Alcohol**

26. Vendors supplying food for sale must indicate this on the booking form and comply with Environmental Health Regulations 1990, Environmental Protection Act 1990 and any conditions requested by the Fire Authority.
27. Where applicable, all stalls, attractions and entertainments that supply alcohol must hold a valid Temporary Event Notice.

## **Animals**

28. All animals must be kept under proper control by their handler at all times and must remain within the area designated for them or be in transit directly to or from such an area.
29. All animals must be made available for veterinary inspection upon demand by the Show's veterinary surgeon or by a veterinary officer acting for any government department or the Local Authority.  
All livestock handlers will comply with any legislation by government agencies or the Local Authority.  
All livestock handlers will have with them the appropriate registration documentation for each animal (e.g. passports) at the Show.

## **Rides**

30. Any rides must have an appropriate Certificate of Safety Inspection and Fitness available at the show.
31. Operators of adult rides and devices must be 18 years of age or older.
32. Operators of slow-moving devices and stalls must be 16 years of age or over and must receive appropriate training before taking control of the ride or stall.
33. Every operator must have full knowledge of the function of all normal and emergency operation controls and of the proper, safe use of the device.
34. Every Operator must comply with the Emergency Evacuation Procedure for the showground – available from the Safety and Security Manager on the day.
35. All Operators shall comply with "Fairgrounds and Amusement Parks - Guidance on Safe Practice" published by the Health and Safety Executive (HSE 175).

## **Payments to the Show**

36. In general, all payments due to the show must be CLEARED in our bank account by 1 July. Failure to meet this condition will result in losing your space at the show. All bookings made after 1 July in any year must pay within 7 days of booking. If a booking occurs in the week of the show, then we require the funds CLEARED in our bank account at least 48 Hrs before show day. Entry to the showground WILL NOT BE ALLOWED unless cleared payment has been received.