

Please read the [Guidance Notes for Applicants](#) before completing this application form.

A MINIMUM OF 3 MONTHS NOTICE IS REQUIRED

SECTION 1

Event details

| | | |
|--|--|--------------------------------------|
| Name of event: | Budleigh Salterton Carnival | |
| Location of event: Main street / area | Budleigh Salterton: Upper Stoneborough Lane, East Budleigh Road, Coastguard Road, Marine Parade, Fore Street, High Street, Station Road | |
| Date(s) & times of event | From: 01/10/22 16:00 dd/mm/yy hh:mm | To: 01/10/22 22:00 dd/mm/yy hh:mm |

Anticipated attendance

| | | | |
|----------------------|-------------------------------------|-----------------------|--------------------------|
| Below 100 | <input type="checkbox"/> | Between 1000 and 5000 | <input type="checkbox"/> |
| Between 100 and 1000 | <input checked="" type="checkbox"/> | Over 5000 | <input type="checkbox"/> |

Type of event – (please tick one box)

| | | | |
|---|--------------------------|----------------------------|-------------------------------------|
| Commercial event | <input type="checkbox"/> | Charity or community event | <input checked="" type="checkbox"/> |
| | | Proceeds will be going to | <u>Budleigh Salterton Carnival</u> |
| Will tickets be sold or an entrance fee be charged? | No | Is so, at what cost? | |

Brief description of event

Brief description of proposed event (Carnival, Fair, Marathon etc)
Carnival

Are you planning to hold any part of your event **on** the public highway? **Yes**
If yes, give a brief description of the activities intended to take place on the highway
Carnival Procession with floats and motorised & walking entries plus majorettes and a marching band

**IT IS ILLEGAL TO CLOSE ANY PART OF THE PUBLIC HIGHWAY
(Road, Street, Verge, Footway, Pavement, Public Footpath, Bridleway)
OR PLACE SIGNS OR CONES ON THE PUBLIC HIGHWAY
WITHOUT LAWFUL AUTHORITY**

| SECTION 2 | | | |
|---|-------------------------------------|-------------|-----------------------|
| Applicant contact details – this information will be available to the public | | | |
| Title: | Mr | First name: | Michael |
| | | Surname: | Hilliar |
| Company / organisation: | Budleigh Salterton Carnival | | DCC ID: 814668 |
| Address: | 67 Moormead | | |
| Budleigh Salterton | Post Code: | | EX9 6PS |
| Tel no: | 07538274888 | Fax No: | -- |
| Email: | budleighcarnival@outlook.com | | |
| Emergency contact details (must be contactable during event) | | | |
| 24 hour contact name: | Michael Hilliar | | |
| 24hr mobile tel. number: | 07538274888 | | |

| SECTION 3 | | | |
|---|--------------|--------------|---|
| CONSULTATION | | | |
| Consultation must take place with district council, parish or town council, the emergency services (police, fire, ambulance), public transport providers (trains/buses/taxis) and any other organisations such as local shops and businesses (Federation of Small Businesses/Chamber of Commerce) or any specific individuals who may be affected and details listed below. | | | |
| Please list organisations, businesses or individuals consulted | Contact name | Phone number | Any restrictions requested by the consultee |

| | | | |
|---------------------------------|--------------------|--------------|--|
| Devon & Cornwall Police | Force Ops & Events | 01392 420320 | forceops&events@devonandcornwall.pnn.police.uk |
| Devon & Cornwall Police | Maria Griffin | | Maria.GRIFFIN@devonandcornwall.pnn.police.uk |
| Devon & Somerset Fire & Rescue | | 01392 872200 | comments@dsfire.gov.uk |
| East Devon District Council | | 01395 516551 | csc@eastdevon.gov.uk |
| | Alison Ferrero | 01395 571581 | SAG@eastdevon.gov.uk |
| Budleigh Salterton Town Council | Joanne Vanstone | 01395 442245 | clerk@budleighsaltertontowncouncil.gov.uk |
| Stagecoach | Martin Gibbon | 01392 427711 | martin.gibbon@stagecoachbus.com |
| South West Ambulance Service | | 01392 261500 | publicrelations@swast.nhs.uk |
| | | | |
| | | | |

SECTION 4

DETAILS OF CLOSURES REQUIRED

(Road, footway, verge, public right of way, bridleway that are open to members of the public)

| Road name or number | between... | and... | Date(s) | Times |
|-------------------------|--------------------|--------------------|-----------------|--------------------|
| <i>EG. STATION ROAD</i> | <i>FORE STREET</i> | <i>HIGH STREET</i> | <i>1/1/2012</i> | <i>7am to 11pm</i> |

| | | | | |
|---|--------------|-------------------------|----------|----------------|
| Upper Stoneborough Lane | Leas Road | East Budleigh Road | 01/10/22 | 16:00 to 22:00 |
| East Budleigh Road | Bridge Road | Upper Stoneborough Lane | 01/10/22 | 16:00 to 22:00 |
| Upper Stoneborough Lane, East Budleigh Road, Coastguard Road, Marine Parade, Fore Street, High Street, Station Road | | | 01/10/22 | 19:00 to 22:00 |
| West Hill | Station Road | Little Knowle | 01/10/22 | 19:00 to 22:00 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Proposed diversion route required for road closures:

(e.g "Via High Street, North Street & South Street & vice versa")

Via While Upper Stoneborough Lane and the small section of East Budleigh Road is closed between 16:00 and 22:00: Leas Road turning right on to Copp Hill Lane, Bridge Road then left on to East Budleigh Road. The diversion will run in reverse.

For the main closure for the Carnival Procession between 19:00 and 21:00: West Hill to Knowle Junction, through Knowle Village on B3178 to Cross Park Junction and then on to East Budleigh Road. The diversion will run in reverse.

SECTION 5

You may require other restrictions such as suspension of parking or one-way – please give details:

| Road name / number and description of restriction required | between... | and... | Date(s) | Times |
|--|--------------------|--------------------|-----------------|--------------------|
| <i>EG. STATION ROAD - SUSPEND ONE WAY</i> | <i>FORE STREET</i> | <i>HIGH STREET</i> | <i>1/1/2012</i> | <i>7am to 11pm</i> |

| | | | | |
|---|-----------------|----------------|----------|----------------|
| Suspension of Parking – Fore Street and High Street | Mackerel Square | Station Road | 01/10/22 | 17:00 to 22:00 |
| Suspension of Parking – Station Road | West Hill | Westfield Road | 01/10/22 | 17:00 to 22:00 |

| | | | | |
|--|------------------|---------------------------|-----------------|-----------------------|
| Suspension of Parking – Upper Stoneborough Lane | Leas Road | East Budleigh Road | 01/10/22 | 17:00 to 22:00 |
| | | | | |
| | | | | |
| | | | | |

If you need cones or signs, these will need to be arranged via a third party contractor. Only a suitable insured and trained person may place signs or cones on the highway

SECTION 6

Qualification / accreditation details

| | | | |
|----------------------------|------------------------------------|----------------|--------------------|
| Name of accredited person: | Michael Hilliar | DCC ID: | 81466 8 |
| Company/ organisation: | Budleigh Salterton Carnival | | |
| Address: | 67 Moormead | | |
| Budleigh Salterton | Post Code: | EX9 6PS | |

**Signing contractor qualification / accreditation details
if different from above for advanced directional signs to the event**

| | | | |
|----------------------------|------------|---------|--|
| Name of accredited person: | | DCC ID: | |
| Company/ organisation: | | | |
| Address: | | | |
| | Post Code: | | |

SECTION 7

Applicants checklist

Please tick to confirm you have:

| | |
|---|-------------------------------------|
| Enclosed a Traffic Management Plan (including maps) | <input checked="" type="checkbox"/> |
| Read, understood, signed and dated the declaration | <input checked="" type="checkbox"/> |

PAYMENT

Check what [fee you will need to pay](#), and either send a cheque with your application or we will contact you to take payment by card over the phone.

Declaration

- I declare that I have obtained all necessary authorities to carry out the event and associated activities and that, where relevant, traffic flow cannot be maintained without the requested temporary traffic restrictions being in place.
- I understand that I am responsible for administering the event and associated activities and indemnify Devon County Council against all claims.
- I declare that I hold PUBLIC Liability Insurance for a minimum of £5 million which is valid for the date of the event and which covers all activities related to the event at all locations on the highway. I will provide satisfactory evidence to Devon County Council if requested.
- I declare that I will undertake reasonable measures to notify all those likely to be directly affected by the event giving at least 7 days notice and agree to provide, maintain and remove all signing, including advanced notice boards, required for the event.
- I declare that anyone placing signs or cones on the highway in relation to this event is appropriately trained and accredited in accordance with [The Traffic Signs Regulations and General Directions 2002](#) (specifically chapter 8, section 6, of the [Department of Transport Traffic Signs Manual](#).)
- I declare that anyone engaging in traffic direction on the highway is appropriately authorised and accredited under the [Community Safety Accreditation Scheme](#) (CSAS).
- I have carried out a full risk assessment as described in the guidance notes to the satisfaction of my insurer, a copy of which will be made available to Devon County Council on request.
- I understand that I am responsible for the safety and security of the site. I have read and understand fully the [guidance notes](#) provided on the Devon County Council website and agree to adhere to all responsibilities/ duties required by the Council.

| | | | |
|------|-----------------|----------|---------------------------------------|
| Name | Michael Hilliar | Position | Chairman, Budleigh Salterton Carnival |
|------|-----------------|----------|---------------------------------------|

Signed: | M C Hilliar

| | |
|------|----------|
| Date | 08/06/22 |
|------|----------|

Please return the completed application form and traffic management plan to:

highwayapps@devon.gov.uk

or alternatively by post to

Devon Highways
Lucombe House
County Hall
Exeter
EX2 4QD