



Street Party Guide for Residents

Planning and meetings

Start by asking a couple of neighbours you know whether they are keen. Agree a date and time early on.

Invite the whole street to the first informal meeting, ideally in the street as it is more welcoming. Or try different houses to meet. 2-3 more meetings will be needed to chat and plan.

Someone could take notes of who is doing what and to copy invitations to all houses. Keep meetings informal and share out the activities and jobs. There is no need for a formal 'committee' or 'minutes of meeting's'.

Involving everyone

Inviting people face to face is a must to get people involved. You need to send round paper invitations – this may be needed to show the Management Company that you have 'consulted' everyone. Street parties are for residents only and there is no outside 'publicity' (this would make it a public event which requires a different set of guidelines).

You will not be able to suit everyone – as long as you invite all your neighbours, respect differences and don't seriously inconvenience anyone, you should be able to hold your event. It is also good to engage all the residents to prevent any formal 'objections' to the Management Company.

Road Closures

We do not allow road closures for street parties on Great Park, and we request that residents Street Meet, this is when you use whatever space is available – pavements, parking spaces, gardens, or driveways. Please note we do not allow parties to held on our public land.

Insurance and Licences

Insurance is not required as we do not allow road closures and the street party is for residents/neighbours only.

A licence will not be needed if music is 'incidental' to the day or 'background', and no alcohol is sold.

Safety

Think together about minimising any risks from accident, burns on a BBQ, damage, electricity, rain, breakages etc. Agree in advance that everyone should take responsibility for themselves and watch out for each other, especially children.

Food Vans

Any food vans operating on the street must not block access to roads. The organiser is to provide the Management Company with a copy of the vendors public liability insurance, full method statement, risk assessment, details of the number of vehicles that they intend to have on the street including any power generation etc and confirmation that their insurance covers the risk of pollution incidents. Any damage is caused to street as a result of their operation the vendor will be responsible for reimbursing the consortium for all reasonable costs.

Please ensure once the Street Meet is over the street is cleared of all waste and decorations.

Newcastle Great Park Management Company

Contact: ngpwebsite@newcastlegreatpark.com