

## Storey Clare

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**From:** Cllr Dave Baigent - (Cambridge City - Romsey) <dave.baigent@cambridge.gov.uk>  
**Sent:** 19 July 2019 08:52  
**To:** Ellwood Martin  
**Subject:** Re: Mill Road risk assessment and method statement

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thank you Martin,  
I am happy to say that we will comply with the terms of the permission.  
Thanks again for your help  
Dave

*Dave Baigent* FIFire E. FHEA. BA Hons. PhD.

@dave4labour

Cambridge City Councillor for Romsey 'our town in the city'.

96 Cavendish Road, CB1 3AF.

Mob 07802 495 329

<https://www.cambridgelabour.org.uk/ward/romsey/>

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**From:** Cllr Dave Baigent - (Cambridge City - Romsey) [<mailto:dave.baigent@cambridge.gov.uk>]  
**Sent:** 18 July 2019 16:23  
**To:** Ellwood Martin [REDACTED]  
**Subject:** Re: Mill Road risk assessment and method statement

Thanks Martin, I am the person to contact in the event of any problems 07802 495 329.  
Could you please ring to help me understand what this means  
No activity requiring licensing under the Licensing Act 2003 shall take place within the structure without prior authorisation from the Highway Authority or any other activity requiring any other Licence, e.g. Table and Chairs licence for extending the facilities of a café / restaurant .

*Dave Baigent* FIFire E. FHEA. BA Hons. PhD.

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On 18 Jul 2019, at 15:52, Ellwood Martin

[REDACTED] wrote:

Good afternoon Cllr Baigent,

Upon review of your application, we are satisfied that you can place the Parklet on Mill Road as long as the following conditions are adhered to. Could you review the conditions, provide the information requested, and confirm agreement. Once we have your agreement we will be please to grant you permission to place the object upon the public highway.

**Conditions for the placement of a Parklet on Mill Road, Cambridge**

- Details of a named individual who has the overall responsibility for the project are provided
- The project shall provide evidence that public liability insurance to the value of £5,000,000 for any one event is in place and shall indemnify Cambridgeshire County Council against any claims resulting from the project.
- A representative of the project is contactable at all times the structure is in situ and available to attend the site if the need arises.
- The complete structure shall be positioned on the south carriageway between 204 and 216 Mill Road, Cambridge, in accordance with the Temporary Parklet Hope Street drawings provided.
- The structure shall only be permitted to remain in place between 00:01 on Saturday 20th July until Mill Road reopens to through traffic or until 23:59 on Monday 26th Augusts, whichever occurs first.
- The structure must be signed, lighted and guarded in accordance with 'Safety at Roads Works. A Code of Practice'.
- The structure shall be built in such a way that the materials used shall not become a nuisance to highway users or likely fall onto the public highway.
- Representatives of the project shall be responsible for keeping the structure area in a clean and tidy condition at all times.
- No activity requiring licensing under the Licensing Act 2003 shall take place within the structure without prior authorisation from the Highway Authority or any other activity requiring any other Licence, e.g. Table and Chairs licence for extending the facilities of a café / restaurant .
- The project is responsible for carrying out the reinstatement of the highway, to the satisfaction of the Highway Authority, in the event of any damage to the highway occurring as a result of the activity. .
- The Highway Authority reserve the right to instruct that the structure is removed at any time by the organiser. Upon instruction of removal the named individual shall remove the structure from the highway and, in default, the Highway Authority may remove the structure and recover from the named individual the costs in doing so.
- Any complainant will be directed to the named individual responsible for the project to resolve their issue
- Authorisation for this Parklet does not set a precedence for any future applications.

Regards

**Martin Ellwood**  
Event Liaison Officer

IHMC and Events Team  
NMC, Vantage House, Vantage Park, Washingley Rd, Huntingdon PE29 6SR  
Tel: [REDACTED]  
Mobile: [REDACTED]

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-events/>

<image001.gif>@Cambs\_Traffic

<image004.jpg>

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**From:** Cllr Dave Baigent - (Cambridge City - Romsey)  
[mailto:[dave.baigent@cambridge.gov.uk](mailto:dave.baigent@cambridge.gov.uk)]  
**Sent:** 17 July 2019 04:06  
**To:** Ellwood Martin [REDACTED]  
**Subject:** Mill Road risk assessment and method statement

Good Morning Martin,  
Please find attached  
Thanks  
dave

*Dave Baigent* FIFire E. FHEA. BA Hons. PhD.

@dave4labour  
Cambridge City Councillor for Romsey 'our town in the city'.

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