**Coronation – Street Parties**

These notes are to assist you if you are contemplating organising a Street Party to celebrate the Kings Coronation. A Street Party is one that is organised for local residents of a street and publicised amongst themselves. If you are organising something much bigger that is publicised for anybody to attend, it becomes a larger public event.

There are several websites that you can refer to with respect to organising a Street Party or a Coronation Big Lunch. There is a lot of advice and guidance available – see below:

Gov.uk guidance to organising a street party

<https://www.gov.uk/government/publications/your-guide-to-organising-a-street-party/your-guide-to-organising-a-street-party>

The Big Lunch

<https://www.edenprojectcommunities.com/the-big-lunch>

Street Party Website

<https://www.streetparty.org.uk/>

Street Meets

[Street Meet (streetparty.org.uk)](https://www.streetparty.org.uk/guide/street-meet/)

**Road Closure Applications**

If you wish to hold your Street Party or Big Lunch on the road outside then you will need to apply for a road closure. This can be found on the Herefordshire Council website or you can contact Balfour Beatty Living Places by telephone on (01432) 261800 to request one.

<https://www.herefordshire.gov.uk/roads-1/traffic-regulations>

Please submit your road closure application 6 weeks or more before your event to give sufficient time for it to be processed. There is no cost for an application for a road closure for a local residential street party.

There will generally not be an issue with a quiet residential street or cul-de-sac but if you wish to close a more major route, permission may not be given.

**Closing the Road**

You will need to close the road to traffic on the day by using signage/cones/barriers. You will need to organise obtaining these prior to the event.

**Access on the Day**

You will need to allow access to residents who may not wish to or be able to take part in the event. This may be on foot or by vehicle.

You also need to ensure that there is sufficient room left on the street for an emergency vehicle, such as an ambulance or fire engine to gain access in case of an emergency.

Hereford and Worcester Fire and Rescue Service request that fire hydrant marker posts are not obscured from view. They also ask that any temporary street furniture such as tables and chairs is not placed over fire hydrants.

**Licences – Temporary Event Notice**

If the residents are bringing their own food and alcohol to the Street Party then no licence in the form of a Temporary Event Notice is required. However, if there is going to be either food or alcohol for sale then a Temporary Event Notice will need to be applied for from the licensing section at Herefordshire Council.

For further details contact the Licensing Section at Herefordshire Council.

**Music and noise**

If you are having some background music at the Street Party that is incidental to it, then you would not need a licence in the form of a Temporary Event Notice. However, if you are having a live band playing then this becomes an event and will require a Temporary Event Notice and an Event Management Plan.

Please be mindful that not all residents may wish will be able to take part in the event. Music can be intrusive if too loud.

**Cleaning Up Afterwards**

Please ensure that all rubbish and detritus is cleared away after the street party has finished. It is expected that no street cleaning will be required.

**Public Liability Insurance**

We would always recommend that public liability insurance is obtained for your event. There are details on both the street party website and the big lunch website above where insurance can be obtained at a reasonable cost.

**Time of the event and noise**

The event, specifically music, can have an intrusive impact on neighbours. Therefore it is expected the event will finish at 9 pm.