

CYNGOR TREF MAESTEG

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Maesteg CF34 9BY

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MAESTEG TOWN COUNCIL

Council Offices
Talbot Street
Maesteg CF34 9BY

Telephone: 01656 732631
Email: clerk@maestegcouncil.org

9th August 2022

Dear Sir/Madam

TENDER TO RUN MAESTEG TOWN COUNCIL CHRISTMAS PARADE

Maesteg Town Council is looking for companies to tender, design and operate the Christmas Parade for the year of 2022 which is to take place on the first Saturday of December.

The tender is to include the involvement of the community (groups and individuals etc.) but how you incorporate them is up to you. To get a feel for a previous Christmas Parade you can click the following link: <https://maestegcouncil.org/christmas-parade-2019/>

A list of community groups can be provided to the successful tender to take part in the event.

HGV's and other vehicles involved in the event previously have started at the 'Old Revlon / Silent Channel' site located on Oakwood Drive, Maesteg. They then proceeded through Maesteg Town via Commercial Street and then onto Talbot Street, turning in the bus station and following the same route back. To access and use the Old Revlon site permission will need to be granted by Bridgend County Borough Council.

The B4282 road exiting Talbot Street has a low bridge that does not enable large vehicles to pass under – the clearance is 12 feet 9 inches. Usually, lorries use the bus station to the rear of the Town Hall to make U-turns and go back on the same route but a new traffic order for the Bus Station prohibits this.

All event organisers are required to attend Bridgend County Borough Council Events Safety Advisory Group (ESAG) for public events.

The ESAG considers the requirements of large-scale public events with more than 500 expected attendees. Part of this process will involve seeking permission to use the adopted highway (such as Commercial Street & Talbot Street in Maesteg). Therefore road closures will need to be applied for with Bridgend County Borough Council which will have to be manned.

You can find more details about ESAG on the BCBC website which you can access by following this link:

<https://www.bridgend.gov.uk/business/business-zone/organising-an-event/>

Your Tender is required by 31st August 2022, 12 noon; please send to:

Mrs S Teisar, Town Clerk,

Maesteg Town Council, Council Offices,
Talbot Street, Maesteg, CF34 9BY.
clerk@maestegcouncil.org

Thanking you for your co-operation and interest.

Yours faithfully

S E TEISAR

Mrs S Teisar
On behalf of Maesteg Town Council