

Record of operational decision

Decision title:	Grant of licence for use of land at the south of Merton Meadows to be used as a service area for a Big Top event. Variation of previous licence granted. ✓ Decision to Licence land at the above to be used for servicing of Big Top event at The Courtyard
Date of decision:	13 th March 2026
Decision maker:	Commercial and Investment Manager
Authority for delegated decision:	Corporate Services' scheme of delegation dated April 2025 (line 35) gives the Commercial and Investment Manager the authority to take the decision
Ward:	Widemarsh Ward
Consultation:	N/A
Decision made:	To extend the previously agreed licence to The Courtyard by a further 4 days and vary the terms so the land can be used for servicing the event which has been relocated to The Courtyard. Increase in licence fee on a pro rata basis to £1125.
Reasons for decision:	To enable the licensee to relocate the Big Top event The variation from the original licence is to ensure that required security and compliance measures can be met.
Equality Considerations	N/A
Highlight any associated risks/finance/legal/equality considerations:	This is a variation of previously agreed licence. An increase in licence fee has been agreed on a pro rata basis. The fee is payable in advance of commencement of the term. The licensee shall be responsible for all Health & Safety including providing public liability insurance to cover the duration of the licence period. The property is to be handed back to the Council in acceptable condition, any damage to be made good at the expense of the licensee.
Details of any alternative options considered and rejected:	Refuse to extend and/or vary the licence. This could lead to a loss of revenue to the Council.
Details of any declarations of interest made:	No interest to declare.

Signed..... Date: 13th March 2026Print Name: David Micah
Job Title: Commercial and Investment Officer