**Ginger and Spice Festival**

2nd March 2024

FAO of Market Drayton Town Council

**Services and Facilities Committee Meeting**

**23 May 2024**

**Appendix SF016**

Town Hall

18 Frogmore Street

Market Drayton, Shropshire. TF9 4AX

Dear Sue,

**Re: Ginger & Spice Festival 2024 – Licences**

I am writing to you with regard to the **Ginger and Spice Festival 2024** which we are proposing to hold again in and around Market Drayton during the national celebration of **British Food Fortnight.** We are proposing to close Cheshire Street again and run a similar programme of activities, with an artisan street market on Saturday 28th September from 9.30am to 4.30pm. Hopefully also a floating market will take place along the canal. We are proposing to have a cookery theatre under the Buttercross and once again, we will be running best kept stall and best spicy product which we’d love the new Mayor (once decided) to help judge.

**Permissions**

We are also writing to seek permission for the following:-

1. We would like to include some street entertainment and music on the day, and we are writing to seek permission to be permitted to do so under the town council’s entertainment licence
2. We will have one or two traders selling alcohol, we are also seeking permission for our traders to trade under the town council’s alcohol licence if this is possible
3. Permission to be able to use the electricity source under the Buttercross for our food theatre set up and PA systems
4. Possibility for the public loos to be opened earlier than 8am for traders and contractors to use on Saturday 28th September
5. Road closure signs to be borrowed and used on Cheshire Street on the day of the spicy market on Saturday 28th September – to be delivered the evening before
6. Relocation of one or two of the hanging baskets at the Buttercross on Saturday 28th September so they are not a fire risk to the food theatre set up
7. Support from the Town Mayor/Deputy Mayor in judging the gingerbread window display, best stalls and officially opening of the spicy market

Thank you very much for considering these matters.

We will forward our event public liability insurance once purchased. We will also send you a risk assessment closer to the time of the event. If you have any questions, or need any further information from me, please do let me know.

I look forward to hearing from you as soon as possible.

Yours sincerely,