



THE ELISHA FIELD, DROVE LANE, MARKET LAVINGTON SN10 4NT
July 20th & 21st 2024 10am to 5pm daily

EXHIBITOR PACK

Please bring with you to the event for reference.

Dear Exhibitor, Trader, Crafter

Market Lavington Parish Council thanks you for your entry to be part of our event. We are grateful for your support in helping to generate much needed funds for Wiltshire Air Ambulance and local community projects. This document is designed to contain all the details necessary to provide you with the information that you will need to safely enjoy our event as a registered exhibitor. If there is anything else you require prior to the event, please email marketlavmeet@gmail.com or telephone 07515 731700. During the event, please contact volunteer personnel or report to the PA/Control trailer located near the arena.

Alcohol

Alcohol for personal consumption only, may be brought on site by exhibitors only. This must be consumed in your designated living areas. Please remove all rubbish and place it in the bins. No glass is allowed on the main field. Alcohol will be available for purchase from Botanico Bars converted historic vehicles. Please drink responsibly.

Boiler Certificates (live Steam Only)

Exhibitors of live steam vehicles are required to bring with them a copy of the valid boiler certificate for their exhibit, which will be checked by the section steward.

Camping

Camping is available on site over the weekend for exhibitors, if requested. Tents are to be positioned a minimum of 6 metres apart, no cooking appliances to be used inside tents due to risk of carbon monoxide poisoning. Open fires are not permitted on site. When unattended, please do not leave valuables in your tent and lock caravans/motorhomes/trailers etc. **IMPORTANT** You are responsible for your own belongings. We will not be responsible for any loss or damage caused whilst you remain on site for any reason. By your own action of erecting a tent or moving any item onto the designated camping area, it will be your acceptance that you understand and accept these terms. Please read additional rules for camping on a separate sheet.

Departure

Exhibitors are kindly asked to remain on site until 5 pm. Should you need to leave early, please notify a marshal or member of the event staff and they will arrange for you to be escorted to the exit.

Electricity

We regret that electricity cannot be provided to exhibitors.

Emergency Evacuation of Event Site

In the event that there is a need to evacuate the event site, during the event hours there will be an announcement over the PA system as follows "“ATTENTION, ATTENTION THIS IS AN EMERGENCY ANNOUNCEMENT. I REPEAT THIS IS AN EMERGENCY ANNOUNCEMENT. PLEASE CALMLY EVACUATE THE GROUNDS VIA THE MAIN VEHICLE ENTRANCE AND ASSEMBLE OUTSIDE ST BARNABAS SCHOOL, DO NOT RETURN TO YOUR VEHICLES”".

Exhibits

No vehicle, engine or motorised exhibit of any kind shall be left running while unattended. Such action will invalidate any insurance.

Exhibitor Entertainment

Musical entertainment for exhibitors remaining on site, for the Saturday evening will be provided. The Botanico Bars will also remain open until 11 pm on that evening.

Exhibitor Trailer / Van parking

Designated parking for small trailers, vans for transporting exhibits and exhibitor vehicles not required during the event, will be in the car park adjacent to the event field.

Exhibitor/Vehicle Passes for Site Access

Exhibitor/Vehicle passes will have been issued to you prior to arrival and must ALWAYS be displayed on your exhibit.

First Aid & Emergencies

First Aid assistance is being provided on site. Qualified 24-hour first aid provision is being provided by Cotswold First Aid who will be located in their own beige gazebo on the tarmac blue badge and staff car park by the security caravan. In the event of a medical emergency, please either immediately notify a volunteer who will be wearing a hi-vis vest, report to the First Aid Tent or shout for assistance. The First Aid point will be marked with this sign below:

Green background



Fire

In the event of a fire **DO NOT** attempt to extinguish the fire. Immediately vacate the vicinity of the fire and shout **FIRE! FIRE! FIRE!** There will be fire points on the field which will be equipped with the means to extinguish fires by qualified personnel ONLY as well as air horns to summon help/raise the alarm. Fire points will be marked with this sign below, which has a red background:



Red Background

If you are asked to evacuate the event field go directly to the assembly point located in front of St Barnabas School on Drove Lane, so that we know that you are safe. **DO NOT RETURN TO YOUR VEHICLE.** The Assembly Point will be clearly marked with this sign below:



Green Background

Force Majeure

Exhibitors agree to operate/show their exhibit(s) during the event and comply with the instructions of volunteers/stewards. They also agree to take part in arena events if requested. In the event of a dispute, the Event Director's decision is final.

Food and Drink

Outside event hours (except for Saturday evening) there will be no food provision on site. If you require food or provisions, please see details of local facilities at the end of this document. Botanico Bars will remain open on Saturday until 11pm. During event hours there will be food and drink outlets located in the catering area in front of the pavilion.

Generators

Electricity generators are not to be used between the hours of 22:00 and 08:00.

Insurance & Certification

If you are a Live Steam Exhibitor and have not already provided this information, please ensure that you bring copies of proof of current Liability Insurance and boiler test certificate. Road Vehicles must be taxed, hold a valid MOT (if exempt, must be roadworthy) and be suitably insured (minimum Third Party, Fire & Theft).

During the period of the event, if your exhibit is not self-propelled it should be covered by Public Liability Insurance and you should be able to produce written evidence of such cover when called upon to do so. In default of this, by participating in this event you agree to indemnify and hold harmless the organisers of this event, its officers, helpers, agents or any person acting upon their instructions or behalf, from any claim for accidental damage or personal injury or death whatsoever caused by your exhibit(s), your actions or inactions and your participation in the event.

IEE Regulations

Where appropriate, exhibitors agree to produce, on request, an Inspection certificate in accordance with the IEE Regulations for any electrical equipment (i.e. generators, wiring, appliances).

Lighting

Limited illumination will be provided for strategic areas such as toilets, exit/entry points & trip hazards.

Liquefied Petroleum Gas (Propane or Butane)

Exhibitors using liquified gas during the event are required to do so strictly in accordance with current Health & Safety Executive (HSE) guidance and appropriate regulations.

Livestock & noise

The surrounding fields are homes for horses. Please ensure that there are no loud bangs. Fireworks, or pyrotechnics of any kind are not to be used on or near the event site.

Movement of Vehicles

There will be no movement of vehicles on the event site during opening times (10:00 -17:00) unless escorted by a marshal. The site speed limit is a maximum of 5 mph.

Neighbours

Please be aware that the site is situated in a residential area and residents border the site. Please be considerate and keep any sound to a minimum when on site, entering and leaving the site and especially overnight.

Open Fires

No open fires are permitted on the event site. BBQs or gas stoves are not to be used inside tents.

Pets

Well behaved pets on leads are permitted on the event site. Please ensure that you clean up after your pet.

Security

Uniformed, licensed security is being provided throughout the weekend (including overnight) from Friday evening to Sunday evening. The security trailer is located on the tarmac car park adjacent to the main field entrance.

Site access

The site will be available for exhibitor vehicular access, set-up & break-down during the following times:

Friday 19th July at 12:00 to 21:00 (**Please avoid 14:45 – 15:45 due to school pick-up time**)

Saturday 20th July 07:00 – 09:30 and 17:30 to 22:30

Sunday 21st July 07:00 – 09:30 and 17:30 to 20:00

Exhibitors must have their exhibits in position by 09:30 at the latest, on event days.

Speed Limit

For the safety of all, the event site maximum speed limit is **strictly 5 mph**. When moving on site please use hazard warning lights if fitted to your vehicle. During event hours, please ask to be escorted by a member of the event team.

Toilet & Washing Facilities

Portable toilet units including 1 x 4 berth urinal (screened) / 2 x disabled cubicles / 6 x individual cubicles and 1 x Elsan point will be provided and clearly signposted. Washing & toilet facilities for authorised campers **only** are for use between 17:00 - 09:00 Friday, Saturday & Sunday and are situated in the Pavilion. They will be marked Male and Female Changing. During event times please use the portable toilet facilities provided. Access will be refused outside those times as the premises are being used for specific event purposes.

Antisocial behaviour

We want everyone to have an enjoyable weekend. Please comply with any direction given by any volunteer or security personnel. Anyone visiting the site causing a nuisance or whose behaviour is not acceptable will be asked to leave.

Water

Drinking water is provided from a tap located at the rear of the Pavilion. Please bring your own containers to collect water from this point. Non-potable but clean water for live steam exhibits will be provided from a mobile bowser.

Local facilities

The villages of Easterton and Market Lavington are a short walk from the site. Below are some of the facilities available:

Food & Drink

The Royal Oak. Easterton, Devizes, Wiltshire, SN10 4PE. Tel 01380 812386
<http://www.theroyaloakateasterton.co.uk/> Friday & Saturday 12:00 – 00:00, Sunday 12:00 -00:00

The Green Dragon. 26 - 28 High Street Market Lavington SN10 4AG. Tel 01380 813235
<https://www.greendragonlavington.co.uk/> Friday – Saturday 12:00 – 23:00, Sunday 12:00 – 22:30

The Churchill Arms. High Street, West Lavington, Wiltshire, SN10 4JB. 01380 812287
<http://www.churchillarmslavington.co.uk> Friday – Saturday 12:00 – 23:00, Sunday 12:00 – 18:00

Tsangs Kitchen. Chinese Takeaway, Fish & Chips. 14 High Street, Market Lavington (opposite the Co-op)
Tel 01380 816363 <https://tsangskitchen.weebly.com/> Friday – Saturday 17:00 – 10:30. Closed Sunday. Cash Only.

The Co-Op Food Store. 15 High Street, Market Lavington SN10 4AF. Tel 01380 813338 (can provide cashback)
<https://finder.coop.co.uk/food/store/SN10-4AF/15-high-street> Open daily 07:00 – 22:00

Domino's Pizza Delivery, 121 Southbroom Rd, Devizes SN10 1LY. 01380 728060 <https://www.dominos.co.uk/>
Friday & Saturday 11:00 – 23:00, Sunday 11:00 – 21:30

Chemist

Day Lewis, Market Lavington. Tel 01380 813395. <https://www.daylewis.co.uk>
Fri: 09:00-13:00, 14:00-18:00, Sat: 09:00-12:00, Sun: Closed

Cash Machine

West Lavington Stores, 15-19 High St, West Lavington SN10 4HQ
Friday 06:00-21:00, Saturday & Sunday 07:00-21:00 . Cash machine is located outside on the southern wall of the shop.



THE ELISHA FIELD, DROVE LANE, MARKET LAVINGTON SN10 4NT

July 15th & 16th, 2023

RULES FOR CAMPING

- Only authorised, pre-registered exhibitors are permitted to camp with prior notice.
- No vehicles on the camping area without the express permission of the Event Director and then only under strict supervision.
- Strictly no open fires.
NO BBQs DURING WINDY CONDITIONS.
NO BBQs OR STOVES TO BE USED IN ANY TENT whatsoever.
BBQs are permitted within the confines of your camping area, but must be kept off the grass and be supervised at all times. They must be extinguished with water or disconnected after use.
No cooking appliances to be used inside tents due to risk of carbon monoxide poisoning.
- Please be considerate for your fellow campers.
- Leave a respectable space between tents (ideally 6 metres if possible) or you may be asked to move.
- The site is in a residential area, with animals in neighbouring fields, please keep noise to a minimum level.
- When unattended, please do not leave valuables in your tent and securely lock caravans/campers.
- Make yourself familiar with the locations of the 4 fire points and read the instructions of what to do in the event of a fire.
- Please carry a torch during the hours of darkness and be aware of trip hazards.
- Do not allow anyone in your party to climb any trees or fences.
- All animals must always be kept on a lead.
- Do not allow any animal to foul in the camping area. Clean up after your animal.
- Please act responsibly - unacceptable behaviour will not be tolerated and you may be asked to leave the camping area and site.
- In the event of fire, follow the instructions given, raise the alarm. There are air horns at all 4 fire points. Leave the field immediately by the main entrance and go to the meeting point at St Barnabas school located on Drove Lane 100 metres south east of the main event entrance.
- The washing facilities cannot be used by any child under the age of 14 without adult supervision.
- The washing and toilet facilities located in the Pavilion can only be used between the hours of 5pm Friday 15th July and 9am on Saturday 16th July and 5pm on Saturday 16th July and 9am Sunday 17th July. Access will be refused outside those times as the premises are being used for specific event purposes. Portable toilet units located around the site will be continuously available for use.
- An Elsan point is provided on site and will be clearly identifiable.
- The camping area will close on Sunday 16th July at 6pm.
- Please remove all your rubbish and place it in the bins provided or kindly take it home.
- All campers are asked to kindly leave their pitch clear of any debris.