Kent County Council
Helping you to Celebrate your Community

Street Party Application for the Queen's Platinum Jubilee

This type of Road Closure **ONLY** applies to following type of event:
- For residents/neighbours only
- Small cul-de-sac and quiet estate roads
- No selling is involved

Further advice, risk assessments and insurance can be obtained from
www.streetparty.org.uk

This form cannot be used for any larger scale events which close strategic routes on our network. To discuss applications for these roads, please contact the streetworks team using the relevant email address at the bottom of this form. Please be aware that we may not be able to support all road closure applications.

The deadline for ALL applications is 31st March 2022. Any applications received after this date will not be processed.

Your Event

Street name and locality/ parish:

Date of Event (select one)
Thursday 2nd June   Friday 3rd June   Saturday 4th June   Sunday 5th June

Event Organiser Contact Details

Your Name:

Organisation (if applicable):

Home Address:

Email Address:

Main Contact Telephone:

Alternative Contact Telephone:

About Your Street Party

Time of proposed event From: **To:**

Where will the closure begin and end? (i.e. from number 3 to number 35)
From: **To:**

Is the road used by through traffic? Yes   No
If yes, you will need to send a traffic plan showing the exact extent of the closure and an alternative route for traffic. This will only be acceptable if there is a short and simple diversion. You will need to supply a simple plan of the diversion.

Is the road part of a bus route? Yes   No
If yes, the bus companies will need to be consulted and an agreement with them made prior to approval being provided.

Will access for emergency vehicles be available at all times if required?
Yes   No
We require emergency vehicles to be able to access roads with minimal delay. If no, please review your proposals to ensure this is possible.

As part of your application, Kent County Council will supply a single 'Road Closed' sign for closures of no-through roads and two 'Road Closed' signs for through roads. These can be collected from Aylesford Highways Depot by prior appointment, details will be provided for this on the approval email.

Please detail any additional measures you will undertake to make the road closure clear to other road users:

Have most residents agreed to this neighbourhood/community event?
Yes   No
Kent County Council want to ensure most people are happy with this event, so if there are any objections you should let us know. is worth remembering that not everyone will be able to participate for various reason, so let everyone know what time the party will start and end (you may want to finish by 9pm to minimise noise).

Have any businesses in the wider area who may be affected by this closure been consulted about your proposals? Yes   No
If yes, please attach a copy of your consultation invitation/notice and confirm the date it was sent:

A simple document identifying any risks, and what you will do to reduce any risk and care for the people at the event should be included with your application.

Whilst Public Liability Insurance is not a requirement for this type of road closure, have you considered the need for this? As you may be liable in the event of any injury to persons or damage to property, including the highway.
Yes   No
If yes, please include a copy of this on return of your application.

Signed (event organiser)   :   Date:

Applications from East Kent: Thanet, Dover, Folkestone & Hythe and Ashford should be returned to streetworkseast@kent.gov.uk

Applications for Mid Kent: Maidstone, Tonbridge & Malling, Canterbury and Swale should be returned to streetworksmid@kent.gov.uk

Applications for West Kent: Tunbridge Wells, Dartford, Gravesham & Sevenoaks should be returned to streetworkswest@kent.gov.uk