

Tonbridge Castle December Event 2023

1 SPECIFICATION

1.1 Background

- 1.1.1 Situated at the very heart of Tonbridge and located on the banks of the river Medway, Tonbridge Castle stands overlooking some of the most beautiful parts of town. Suitable for large events, the lawn has a capacity for up to 1800 attendees making it ideal for music concerts, open air cinema and food festivals. Castle Lawn provides a stunning backdrop and is easily accessible for the local community and public transport and is surrounded by car parks. The Castle Lawn is perfect for both day and night-time events and has ample electricity points for lighting, music, staging and catering making it the perfect space for evening concerts or outdoor cinema.
- 1.1.2 Tonbridge Castle has a large footfall, with 17,000 plus using the Gateway / Customer Services and 16,000 circa using the Tourist Information Centre.
- 1.1.3 **Inside Space** – The Council Chamber, Conference Room and Great Hall are all available for use.
- 1.1.4 **Electric** – There are 16 Event Sockets on the lawn, positioned at the mound end. In addition, there are 2 double household standard current sockets available on the slopes for stair lighting/additional evening lighting.
- 1.1.5 **Water** - Some drinking water is available from outside taps, not enough for potable water for a large event.
- 1.1.6 **Drainage** – There is no drainage at the Castle, waste- water/products need to be removed from site.
- 1.1.7 **Toilets** – There are no toilets on the Castle Lawn. Portable Toilets would need to be used for events that are contained within the lawn. For events that are open gated, there are public toilets available in the local area, but portable toilets would also be recommended. There are local public toilets situated by the entrance to the car park.
- 1.1.8 **Parking** - There are various suitable car parks around the Castle, please see the map with parking marked. Parking charges are advertised on the pay as you park machines or can be paid using the online Park Mobile app. Car parks can be closed should these be required, a loss of income will be charged.
- 1.1.9 **Accessibility** - The lawn is easily accessible from 2 different points. With disabled parking within a short distance. The lawn is a flat grassed surface,

with a tarmac pathway around the outside. There are 2 sets of steps to the lawn from the Castle side of the lawn, and a gentle slope to the lawn from the far side. Wheelchair or walking frame access is via a ramp inside the Castle Gate Entrance. There are disabled parking bays at the Castle, and in Castle Car Park next to the car park, as well as disabled bays in the Swimming Pool Car Park.

1.1.10 Marketing – The Council has 6 Large roadside A0 Billboards at the following sites in Tonbridge:

Group 1 Hadlow Rd, London Rd, Cannon Lane South

Group 2 York Parade, Vauxhall Rd, Cannon Lane North

In addition to the Large Roadside boards the Council also has 13 Smaller Billboards at the following sites in Tonbridge, (these can accommodate x2 A2 posters):-

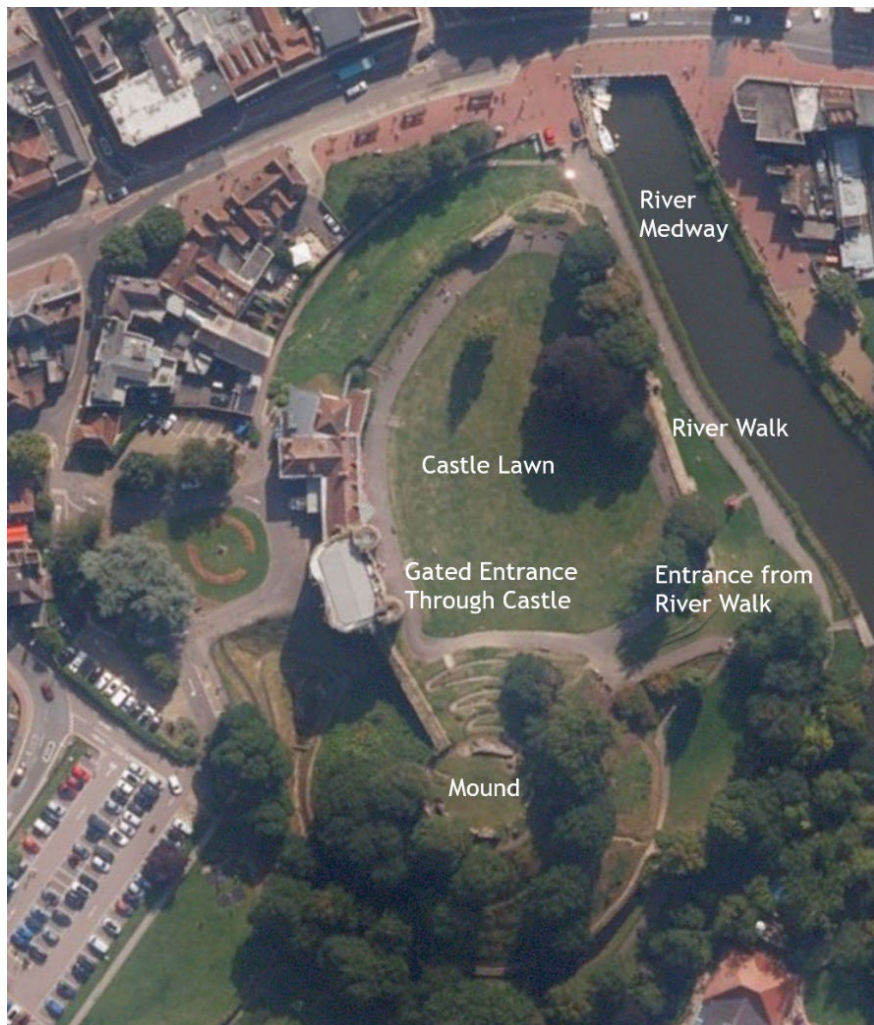
Group 1 Hadlow Road York Parade St Stephen's Church Watergate Tonbridge Station Angel Centre carpark Hildenborough	Group 2 Bradford Street Botany Angel Centre carpark Station approach London road Norwich Avenue
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Charges

Type of event	Billboards – Duration 2 weeks	Charge
Commercial	A0 – (Large boards) – 3no. Max	£250
	A2 – (Small Boards) – 6no. Max	£150
Type of event	Billboards – Duration 2 weeks	Administration fee
Community	A0 – (Large boards) – 3no. Max	£25
	A2 – (Small Boards) – 6no. Max	£20
Type of event	Billboards – Duration 2 weeks	Administration fee
Charity	A0 – (Large boards) – 3no. Max	£0
	A2 – (Small Boards) – 6no. Max	£0

1.1.11 More details about our events policy and Events on Open Spaces form can be found at: <https://www.tmbc.gov.uk/downloads/download/87/events-permission>

1.1.12 Plans



1.1.13 Images

