PROCTORIAL NOTICE
PUBLIC PERFORMANCES
AND ENTERTAINMENTS

1. Performances of plays and other entertainments in public, whether indoors or outdoors, may require a licence from a public authority such as the Cambridge City Council within the City or the South Cambridgeshire District Council in the immediately surrounding area. Licensing requirements and procedures are determined under (inter alia) the Theatres Act 1968 and the Licensing Act 2003. The City Council provides guidance on requirements and procedures at: https://www.cambridge.gov.uk/guidance-for-applicants and South Cambridgeshire District Council at: https://www.scambs.gov.uk/licensing-act-2003

2. Plays, musicals or ballets, concerts and recitals or readings, May Balls, sporting displays, and other such entertainments, all constitute performances in public, whether or not admission is by payment. Any such play, or other entertainment, that is held and ticketed, with an expectation of a profit being made, will require to be licensed (performances in places of worship do not generally require licensing).

3. Those organising public performances and entertainments must inform themselves of and abide by all the relevant licensing and other requirements. Applications for licences may need to be made at least fourteen days in advance to the relevant authority. Even on premises where a licensing certificate is in force, a particular event or performance may require ten days’ notice. Events requiring a licence must not be advertised before the licence has been obtained.

4. Organisers of events on College premises must seek advice and permission beforehand from the College authorities and for events elsewhere advice and permission must be obtained from the owner or operator of the premises.

5. Organisers are reminded that it is an offence to ‘fly-post’, i.e., to fix advertising material to buildings, trees, etc., without permission.

6. Even if an event does not require a licence, its organisers may be held responsible if inadequate safety precautions are taken and this can lead to prosecution of the organisers and of those making the premises available (including Colleges or the owners of private land).

7. Presenters and producers of plays or other entertainments are reminded that all concerned in a production may be liable to criminal prosecution if the words or actions involved constitute an offence (e.g. obscenity, incitement to racial or religious hatred, or provocation likely to lead to a breach of the peace). They may also be liable to civil action for defamation.

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https://www.admin.cam.ac.uk/univ/so/