

Willingham Pavilion and Recreation Ground: Hire terms and conditions

For the purposes of these conditions, the term 'hirer' shall mean either an individual hirer, or where the hirer is an organisation, its authorised representative. The term 'Council' shall mean Willingham Parish Council. If the hirer is in any doubt as to the meaning of the following terms and conditions, the Parish Clerk should be contacted immediately.

1. The Pavilion is a NO SMOKING area.
2. It is the hirer's responsibility to ensure they have all relevant insurances in place and they must provide the Parish Clerk with copies of these insurances as they are issued.
3. The hirer should only use the building and its facilities for the hire period. Extra time used outside the agreed hire period will result in the relevant charge being levied from the deposit cheque.
4. The hirer will be responsible for leaving the facilities and surrounds in a clean and tidy state as it was on the commencement of the hire. Any contents temporarily removed from their usual position shall be properly replaced and properly locked and secured unless directed otherwise. Should this not be the case then the Council shall be at liberty to levy an extra charge from the deposit cheque for any cleaning/tidying incurred.
5. The hirer will indemnify the Council against the cost of repair or necessary replacement for any damage caused to the Pavilion or its contents during the hire period. Where appropriate, the Council shall be at liberty to levy a charge from the deposit cheque.
6. The hirer shall not sub-hire the facilities nor use them for any unlawful purpose or in any unlawful way, nor bring anything into the facilities anything that might endanger them or render invalid the relevant insurance policies.
7. Alcoholic liquor may only be sold if the hirer has acquired the necessary alcohol licence, a copy of which would need to be given to the Parish Office.
8. The hirer will ensure that there is no contravention of the law relating to gaming betting and lotteries.
9. The hirer is responsible, if preparing selling or serving food, ensure that they adhere to all relevant food health and hygiene legislation and regulations.
10. The hirer will ensure that electrical appliances brought into the facilities shall be safe and in good working order and used safely, and will comply with all relevant legislation and regulations.
11. The Council accepts no responsibility for the loss of or damage to any property brought into the pavilion or its grounds.
12. The Council accepts no responsibility for any personal injury sustained in the pavilion or its grounds. The hirer will be responsible for providing adequate insurance cover.
13. The hirer will ensure that the minimum amount of noise is made on arrival and departure.
14. The hirer will ensure that no animals (except authorised disability assistant dogs) are brought into the pavilion or its grounds.
15. The hirer will ensure that any activities for children under the age of eighteen years comply with the provisions of The Protection of Children Act 1999 and the Safeguarding of Vulnerable Groups Act 2006 and that only fit and proper persons have access to the children.
16. In the event of the pavilion being rendered unfit for use for the purpose for which it was hired, the Council shall not be liable to the hirer for any resulting loss or damage whatsoever.
17. If the hirer wishes to cancel the booking then this must be done in writing. At least 14 days' notice is required for a full refund. Otherwise a charge of 50% of the total cost will be made.
18. The Council reserves the right to refuse a booking without notice, or to cancel a booking agreement at any time without giving a reason, either before or during the term of the agreement upon giving seven days' notice in writing to the hirer; and will arrange a full refund. The Council will not be liable to make any further payment to the hirer and will not be liable for any subsequent losses resulting from this or any other cancellation on behalf of any third party involved in this booking.

Name (Printed)..... Signed:..... Date: