

# Long Marston Village Hall – Serving The Community

Welford Road, Long Marston CV37 8RG

Charity No 522962

## Standard Conditions of Hire

(If the Hirer is in any doubt as to the meaning of the following, the booking clerk should be immediately consulted)

**For the purposes of these conditions the term HIRER shall mean an individual hirer or, where the hirer is an organisation, the authorised representative.**

- 1. Supervision: The Hirer** will, during the period of the hiring, be responsible for supervision of the premises, the fabric and the contents: their care, safety from damage however slight: or change of any sort and the behaviour of all persons using the premises whatever capacity: including proper supervision of car parking arrangements so as to avoid obstruction of the highway.
- 2. Use of the premises: The Hirer** shall not use the premises for any purpose other than that described in the hiring agreement and shall not sub-hire or use the premises or allow the premises to be used for any unlawful purpose or in an unlawful way nor do anything or ring onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof nor allow the consumption of alcohol thereon without written permission
- 3. Licenses: The Hirer** shall be responsible for obtaining or checking such licences as may be needed whether for the sale or supply of intoxicating liquor or from the Performing Rights Society, from the Phonographic Performance Ltd or otherwise and for observance of the same.
- 4. Gaming, Betting and Lotteries: The Hirer** shall ensure that nothing is done on or in relation to the premises in contravention of the law relating to gaming, betting and lotteries.
- 5. Public Safety Compliance: The Hirer** shall comply with all conditions and regulations made in respect of the premises by Fire Authority, the Local Magistrates' Court or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays.
- 6. Health & Hygiene: The Hirer** shall, if preparing, serving or selling food observe all relevant food health and hygiene legislation and regulations.
- 7. Electrical Appliance Safety: The Hirer** shall ensure that any electrical appliances brought by them into the premises and used there shall be safe and in good working order, and used in a safe manner.
- 8. Indemnity: The Hirer** shall indemnify the committee for the cost of any damage done to any part of the property including the curtilage thereof or the contents of the buildings which may occur during the period of hiring as a result of the hiring. **The Hirer:** shall be responsible for making arrangements to insure against a third party claims which may lie against them (or the organisation if acting as a representative) whilst using the Village Hall. (The Village Hall is insured against any claims arising out of its own negligence)
- 9. Accidents & Dangerous Occurrences: The Hirer** must report all accidents involving injury to the public to a member of the management committee as soon as possible. Any failure of equipment either belonging to the hall or brought in by the hirer must also be reported as soon as possible. Certain types of accidents or injury must be reported on a special form to

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Stratford District Council in accordance with the Executive Reporting of Injuries, Diseases and Dangerous Occurrences Regulation 1995.

- 10. Animals: The Hirer** shall ensure that no animals (including birds) except guide dogs are brought into the hall, other than for a special event approved by the committee. And no animals whatsoever are to enter the kitchen at any time.
- 11. Compliance with the children act: The Hirer** shall ensure that any activities for children under eight years of age comply with the children act of 1989 and that only fit and proper persons have access to the children and that were required those persons have been DBS checked on an enhanced basis.
- 12. Cancellation: The Committee** reserves the right to refuse bookings without notice or to cancel this hiring agreement at any time either before or during the term upon giving 7 days notice in writing to the hirer  
**The Hirer** shall be entitled upon such notice to reimbursement of such monies including the deposit or a proportion of the same as have been paid by the hirer to the Committee, the committee shall not be liable to make any further payments to the hirer.
- 13. End of Hire: The Hirer** shall be responsible for leaving the premises and surrounding area clean and tidy condition, properly locked and secured unless directed otherwise and any contents temporarily removed from their usual positions properly replaced, otherwise the committee shall be at liberty to make an additional charge.
- 14. Noise: The Hirer** shall ensure that the minimum of noise is made on arrival and departure.