

SULLY AND LAVERNOCK COMMUNITY COUNCIL.

GENERAL CONDITIONS OF HIRE

JUBILEE HALL, SPORTS PAVILION AND PLAYING FIELD

1. **The hirer will**, during the period of hire be responsible for the overall supervision of the premises. This includes the fabric and contents and their care and safety from damage however caused and however slight. **The hirer** will be responsible for the behaviour of those persons on the premises/facilities during the period of hiring.
2. **The hirer** shall not use the premises for any purpose other than that indicated in the hire agreement.
3. **The hirer** shall not sub hire or use the premises or allow the premises to be used for any unlawful purpose or in any unlawful way. The hirer will not do anything or bring anything onto the premises which may endanger persons using the premises or the actual premises themselves. The hirer shall not do anything that may be in breach of insurance policy provisions. The hirer shall not allow the consumption of alcohol on the premises unless permission has been given in writing.
4. **The hirer** shall be responsible for obtaining such licences as may be required for the hired purpose of the facilities. The hirer will ensure that such licences are complied with by those using the facilities. Permission will be sought from the Community Council should any such licences be required.
5. **The hirer** shall comply with all conditions and regulations made in respect of the facilities by the fire authority, local authority, the local magistrates court or otherwise. This is particularly relevant depending on the activity at the facilities, playing of music, dancing, consumption of alcohol etc.
6. **The hirer** shall not drive bolts, tacks, nails, screws, or other like objects into any part of the premises. The placement of any placards, posters or other articles shall be at the direction of the clerk.
7. **If the hirer** wishes to cancel the booking before the date of the event and the Community Council is unable to conclude a replacement booking the question of payment or repayment of the fee shall be at the discretion of the council.
8. At the conclusion of the hire, **the hirer** shall be responsible for leaving the facilities in a clean and tidy condition. **The hirer** shall leave no waste/rubbish/recycling on the premises, or deposit or leave any waste/rubbish/recycling in waste receptacles on Community Council maintained land or other facilities. The responsibility for the disposal of any such waste/rubbish/recycling is the responsibility of **the hirer**. **The hirer** will ensure the premises are properly locked and secured when they leave, unless directed otherwise. Any contents temporarily removed from their usual positions shall be returned. All lighting and heating should be turned off where required. Failure to do so may incur additional charges as well as the forfeit of the deposit.
9. **Sully and Lavernock Community Council** reserves the right to cancel any hire of the facilities whereby the hirer shall be entitled to a refund of any deposit or hire fee already paid. Where possible and dependant on circumstances the council aim to give at least 14 days' notice.
10. In the event of the premises or any part thereof being rendered unfit for the use for which it has been hired **Sully and Lavernock Community Council** shall not be liable to the hirer for any resulting damage or loss whatsoever.
11. Under no circumstances will **Sully and Lavernock Community Council** make good or accept responsibility or liability in respect of any damage/theft or loss of any property, goods, articles, or things whatsoever placed, deposited, brought into or left or deposited with any member or staff of the **Sully and Lavernock Community Council** and must indemnify and hold **Sully and Lavernock Community Council**, its members and staff harmless in respect thereof.
12. If preparing, serving, or selling food and drink **the hirer** shall observe all relevant food health and hygiene legislation and regulations.
13. **The hirer** shall ensure that electrical appliances brought onto the premises shall be safe and in good working order and shall be used in a safe and proper manner.

14. **The hirer** shall ensure that no animals, including birds, are brought onto the premises unless by prior agreement and for entertainment or educational purposes. Guide dogs are exempt from this requirement.
15. **The hirer** shall report any accidents or dangerous occurrences to the clerk of Sully and Lavernock Community Council at the earliest opportunity.

June 2024