

BOUGHTON-UNDER-BLEAN PARISH COUNCIL

BOOKING FORM



TERMS & CONDITIONS OF HIRE

BULL LANE RECREATION GROUND & VILLAGE HALL CAR PARK

(Excluding football pitch)

Name of Hiring Organisation.....

Purpose of Hire.....

Date of Hire.....

Fee Payable.....

1. In consideration of the fee payable and conditions as detailed in this document, and on the part of the Hirer, to be paid and observed, the Parish Council of Boughton-under-Blean hereby grants to the Hirer the use of the recreation ground and village hall car park at Bull Lane (excluding the football pitch) in accordance with the specifications below. If the Hirer is in any doubt as to the meaning of the following, the Clerk should immediately be consulted.

2. **Standard Conditions of Hire** - The Hirer agrees to the following:

- **Fees:** All fees are payable a minimum of ten days prior to commencement of hire.
- **Use:** 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 any unlawful way nor do anything or bring onto the hired 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. All events must finish by midnight and any license for the sale of alcohol must terminate at 10.00pm
- **Supervision:** The Hirer shall, during the period of the hiring, be responsible for: supervision of the hired premises, including proper supervision of associated car parking arrangements in the village hall car park. As directed by the Clerk, the Hirer shall make good or pay for all damage (including accidental damage) to the hired premises and any additional costs relating to the clearance of excess litter.
- **Licensable activities:** The hirer is responsible for obtaining and ensuring that all appropriate licenses and permits as legally required to hold an event on the hired premises are in place. A copy of all licenses must be made available to the Clerk at least ten days prior to the commencement of hire.
- **Insurance:** The Hirer is responsible for ensuring that in hiring the recreation ground that all appropriate risk assessments and insurances for the purposes of venue hiring are in place and provide copies of all such insurance documentation at least ten days prior to the commencement of hire. Event insurance including public liability insurance is required. If any inflatables are to be used, specific insurance is also required.

Indemnity: That during the period of use the Hirer will keep the Council fully and effectually indemnified from and against all claims, costs or demands whatsoever which may be made against the Council in respect of any damage or injury to any property, person or persons whatsoever caused by an act of default or negligence of the Hirer or its servants, agents, invitees or other users or occupiers of the

- recreation ground as arranged by the hirer.
- **Building:** Not without prior consent of the Parish Council to erect or permit to be erected any kind of building or structure of any kind.
 - **Animals:** The Hirer shall ensure that no animals (including birds) are brought onto the hired premises for the purpose of a special event unless agreed to in advance by the Parish Council. This does not apply to attendees bringing dogs in the course of everyday business.
 - **Use of Bouncy Castles or other Inflatables:** Bouncy castles and inflatables are permitted, subject to providing the appropriate insurance at least ten days prior to the commencement of hire.
 - **Nuisance:** Not to cause or permit any nuisance or annoyance to any other user of the recreation ground.
 - **Noise:** The Hirer shall ensure that the minimum of noise is made on arrival and departure, particularly late at night (after 9pm) and early in the morning (before 9am) and be respectful of nearby residential accommodation.
 - **Damage:** To ensure that no damage whatsoever is caused to any part or parts of the recreation ground.
 - **Litter:** To ensure that at all times the hire premises or areas of use by the Hirer are maintained in a tidy and clean condition. All litter is to be disposed of in the litter bins provided or taken away and disposed of appropriately. Excess litter may incur additional charges.
 - **Trees:** Not to cause or permit any damage or injury to any trees growing on the recreation ground.
 - **Parking:** All vehicles to park in the village hall car park. Not to park or allow to be parked any vehicle on the recreation ground without prior consent of the Council.
 - **Byelaws:** To adhere at all times to the Council's Byelaws concerning recreation grounds.
 - **End of Hire:** The Hirer shall be responsible for leaving the hired premises and surrounding area in a clean and tidy condition, otherwise the Parish Council shall be at liberty to make an additional charge.

Signed:

Date:

For and on behalf of Boughton-under-Blean Parish Council

I hereby acknowledge acceptance of the Conditions of Hire

Signed:

Date:

For and on behalf of The Hirer