

Tickton Village Hall

General Conditions of Hire

Registered Charity No. 810083

1. **TICKTON VILLAGE HALL MANAGEMENT COMMITTEE**, hereinafter called **The Committee** complies with the regulations of the Local Authority's Premises Licence, the Fire Authority, and its Insurers and, as such, **200** is the maximum number of persons allowed in the **BUILDING** at any one time. **The HIRER** shall not exceed this number.
2. The HIRER will, during the period of the hiring, comply with the safety regulations contained on the notice boards, including fire evacuation procedure, and 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 their capacity, including proper supervision of car-parking arrangements so as to avoid obstruction of the highway; and on departure, be mindful of nearby residents.
3. **The Hirer will note that all naked flames, including candles, are prohibited within the building; Smoking is prohibited in the building & car park area.**
4. **The Hirer** will ensure that all doors and fire exits are kept clear at all times and not blocked or covered.
5. When the premises are hired for the purpose of public entertainment, **the HIRER** shall be responsible for all the conditions contained within the terms of the PREMISES LICENCE and shall not leave the premises nor be engaged on any duties which will prevent him/her from exercising general supervision for the duration of the hire.
6. **The HIRER** shall be responsible for making arrangements to insure against any third party claims which may lie against him or her (or the organisation if acting as a representative) whilst using Tickton Village Hall. The Village Hall is insured against any claims arising out of its own negligence.
7. **The HIRER** where applicable, should conduct health and safety risk assessments on activities, that are brought into the hall, including discos, where appropriate. Bouncy castles and similar or other outdoor equipment must **not** be brought into the premises.
8. **The HIRER** shall ensure that any activities for children under eight years of age shall comply with provisions of the current Children's Act and that only fit and proper persons have access to all the children under 18 years, during your hire. **All unsupervised children are prohibited from the kitchen.**
9. **The HIRER** is wholly responsible for complying with all the rules and regulations covering **FOOD HYGIENE Regulations** as far as food preparation, storage and serving is concerned and **MUST** take appropriate steps to satisfy the Local Authority.
10. **The HIRER** shall not sub-let or use the premises for any unlawful purpose or in any unlawful way nor do anything to bring into the premises anything which may endanger the same or any insurance policies in respect thereof.
11. **The HIRER** shall be responsible for obtaining permissions (where appropriate) that may be needed (a) for the consumption of intoxicating liquor, (b) from the Performing Right Society when playing copyright music, and (c) all other regulations appertaining to the premises stipulated by the Fire Authority, the Local Authority, or others. **The HIRER shall NOT** however, apply to the East Riding of Yorkshire Council for a Temporary Events Notice (to sell and consume alcohol) **without prior written permission from the Tickton Village Hall Management Committee**, thereafter the hirer must comply with all appropriate conditions.
12. **The HIRER must not disturb nearby residents with recorded or live music and all windows and doors to remain closed whilst music is playing, and in any event after 10.30pm.**
13. **The HIRER** shall indemnify **the COMMITTEE** for the repair cost of any damage to any part of the property including the curtilage thereof or contents of the buildings during or as a result of the hiring.
14. **The committee DOES NOT GUARANTEE** that the Hall is fit or prepared for any specific purpose. If **the HIRER** wishes to cancel the booking before the date of the event and the Committee is unable to secure a replacement booking, the question of payment or the repayment of the fee shall be at the discretion of the Committee.
15. It is recommended that **the HIRER** obtains insurance cover against the Hall and its facilities not being available on the agreed date, due to circumstances beyond the control of the Committee.
16. **AT THE END OF THE HIRING, THE HIRER** shall :-
 - (a) vacate the Village Hall at the time agreed, and in a quiet and orderly manner, mindful of nearby residents,
 - (b) be responsible for leaving the premises and surrounds in a clean and tidy condition,
 - (c) take away from the Village Hall and its Car Park, all waste & rubbish created from your hire
 - (d) properly replace any contents temporarily removed from their usual positions,**OTHERWISE the COMMITTEE shall be at liberty to RETAIN THE DEPOSIT and/or make an ADDITIONAL CHARGE.**

(If there is any doubt as to the meaning of the above, the Village Hall Secretary should immediately be consulted)