

WIDFORD VILLAGE HALL - STANDARD CONDITIONS OF HIRE

(If the Hirer is in any doubt as to the meaning of the following, the Hall Bookings Secretary should be 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. 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 their capacity, including proper supervision of car-parking arrangements so as to avoid obstruction of the highway.
2. 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 premises anything which may endanger the same or render invalid any insurance policies in respect thereof.
3. THE HIRER shall be responsible for completing three copies of the Temporary Event Notice (TEN) form required under the terms of the Licensing Act 2003, in the event that intoxicating liquor is to be sold, and shall return them to the Bookings Secretary together with the appropriate fee (£21) 21 days before the date on which the event is to be held. A copy of the TEN endorsed by the Licensing Authority shall be prominently displayed on the premises during the course of the event.
4. THE HIRER shall be responsible for obtaining any other licences as may be needed and for the observance of the same.
5. 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.
6. THE HIRER shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local 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.
7. THE HIRER shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act 1989 and that only fit and proper persons have access to the children.
8. THE HIRER shall, if preparing, serving or selling food observe all relevant food, health and hygiene legislation and regulations.
9. THE HIRER shall ensure that any electrical appliances brought by him to the premises and used there shall be safe and in good working order, and used in a safe manner.
10. THE HIRER shall indemnify the Committee for the cost of repair 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 the hiring as a result of the hiring.
11. If THE HIRER wishes to cancel the booking before the date of the event and the Committee is unable to conclude a replacement booking, the payment or the repayment of the fee/deposit shall be at the discretion of the Committee,
12. THE HIRER shall ensure that the minimum of noise is made on arrival and departure.
13. THE HIRER shall ensure that no dogs except guide dogs are brought into the hall.
14. AT THE END of the hiring, the HIRER shall be responsible for leaving the premises and surrounds in a 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. The HIRER shall also remove all rubbish from the Hall and ensure that all heating, lighting and electrical appliances are properly extinguished.
15. THE MANAGEMENT COMMITTEE reserves the right to cancel this hiring in the event of the hall being required for use as a Polling Station for a Parliamentary or Local Government election or bye-election, in which case the Hirer shall be entitled to a refund of any sum already paid.
16. IN THE EVENT of the hall or any part thereof being rendered unfit for the use for which it has been hired, the Committee shall not be liable to the HIRER for any resulting loss or damage whatsoever.