
Pathhead Village Hall - Conditions of Hire

These conditions apply to all hiring of the Village Hall. If the Hirer is in any doubt as to the meaning of the following, the Booking Officer should immediately be consulted.

The Hirer is responsible for adhering to the Operating Instructions, Instructions for Operating Equipment and Emergency Procedures (collectively referred to as the “Instructions”). It is the Hirer’s responsibility to ensure that copies of the Instructions are obtained and understood. If the Hirer is in any doubt about any of the Instructions, the Booking Officer should be consulted.

By going ahead with the hiring of the Village Hall, the Hirer is agreeing to these Conditions of Hire and complying with the Instructions.

It is the hirers responsibility to view the building and facilities prior to the event to ensure it is suitable for the event and take the necessary safety and security steps.

Additional information is on the website at <http://www.pathhead.info/>

1. Supervision

The Hirer shall, during the period of the hiring, be responsible for: supervision of the Village Hall, 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 Village Hall whatever their capacity. As directed by the Booking Officer, the Hirer shall make good or pay for all damage (including accidental damage) to the Village Hall or to the fixtures, fittings or contents and for loss of contents.

2. Use of Village Hall

The Hirer shall not use the Village Hall for any purpose other than that described in the Hiring Agreement and shall not sub-hire or use the Village Hall or allow the Village Hall to be used for any unlawful purpose or in any unlawful way nor do anything or bring onto the Village Hall anything which may endanger the same or render invalid any insurance policies in respect thereof.

3. Gaming, Betting and Lotteries

The Hirer shall ensure that nothing is done on or in relation to the Village Hall in contravention of the law relating to gaming, betting and lotteries.

4. Public Safety Compliance

The Hirer must ensure that the Village Hall is not occupied by more than 125 people at any time.

5. Health and Hygiene

The Hirer shall, if preparing, serving or selling food, observe all relevant food health and hygiene legislation and regulations. In particular dairy products, vegetables and meat in the Village Hall must be refrigerated and stored in compliance with the Food Temperature Regulations. Facilities are for warming pre-cooked food only and not preparation of raw foods. Food should not be stored in the fridge for any extended period. The kitchen is not to be used to prepare food for business ventures. The hirer should ensure any warming of food is done safely and that children are not allowed to prepare or heat food,

6. Electrical equipment

Hirer shall ensure that all electrical equipment belonging to the Village Hall and any electrical equipment brought in by the Hirer are used safely in accordance with the Instructions.

7. Accidents and Dangerous Occurrences

The Hirer must report all accidents involving injury to a member of the Village Hall committee as soon as possible who will complete the relevant section in the Village Hall’s accident book. Any damage to Village Hall property or failure of equipment belonging to the Village Hall must be reported to the Maintenance Officer as soon as possible.

8. Drunk and Disorderly Behaviour and Supply of Illegal Drugs

The Hirer shall ensure that in order to avoid disturbing neighbours to the Hall and avoid violent or criminal behaviour, care shall be taken to avoid excessive consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either in the Village Hall or in its immediate vicinity. No illegal drugs may be brought into the Village Hall.

9. Animals

The Hirer shall ensure that no animals (including birds) except guide dogs are brought into the Village Hall, other than for a special event agreed to by the Village Hall. No animals whatsoever are to enter the kitchen at any time.

10. Compliance with The Children Act 1989

The Hirer shall ensure that any activities for children under eight years of age, that are not private functions, comply with the provisions of The Children Act of 1989 and that only fit and proper persons who have passed the appropriate Criminal Records Bureau checks have access to the children (checks may also apply where children over eight and vulnerable adults are taking part in activities). The Hirer shall provide the Village Hall committee with a copy of their Child Protection Policy on request.

11. End of Hire

The Hirer must follow the Instructions with regard to the End of Hire. Should these not be followed the Village Hall shall be at liberty to make an additional charge.

12. Noise

The Hirer shall ensure that their use of the Hall avoids inconvenience to adjoining residential properties. The Hirer must follow the requirements of the Instructions.

13. Stored Equipment

The Village Hall accepts no responsibility for any stored equipment or other property brought on to or left at the Village Hall, and all liability for loss or damage is hereby excluded. All equipment and other property (other than stored equipment) must be removed at the end of each hiring or fees will be charged for each day or part of a day at the hire fee per hiring until the same is removed. The Village Hall may at its discretion, in respect of any equipment or property brought in to the Village Hall and not removed by the Hirer within 7 days after the hiring, dispose of any such items by sale or otherwise on such terms and conditions as it thinks fit, and charge the Hirer any costs incurred in storing and selling or otherwise disposing of the same.

14. Insurance and Indemnity

The Hirer shall be liable for the cost of repair of any damage (including accidental and malicious damage) done to any part of the Village Hall including the contents of the Village Hall during the period of hire.

The Village Hall has all appropriate insurances in place and certificates are available on request.

15. Cancellation

The Village Hall reserves the right to cancel this hiring by written notice to the Hirer in the event of the Village Hall committee reasonably considering that such hiring will lead to a breach of licensing conditions, if applicable, or other legal or statutory requirements, or unlawful or unsuitable activities will take place at the Village Hall as a result of this hiring.

In any such case the Hirer shall be entitled to a refund of any deposit already paid, but the Village Hall shall not be liable to the Hirer for any resulting direct or indirect loss or damages whatsoever.