

# St Leonards Parish Hall

Jenkins Lane, St Leonards, Tring, HP23 6NW

Registered Charity 300330

## (10) Standard Conditions of Hire

If the Hirer is in any doubt as to the meaning of the following, the Hall Booking Secretary should be consulted immediately. 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. For the avoidance of doubt, no person(s) are permitted to remain on site overnight (hall, field, or car park) teenage parties are forbidden and fireworks are prohibited on all parts of the property, playing field and car park.
3. **THE HIRER** shall ensure that **Track and Trace requirements (11)** are maintained for the duration of the **period of Hire (7)**
4. **THE HIRER** shall not allow the **consumption of alcohol** on the premises without written permission from the Management Committee. **The hirer MUST complete section (4c) of the Hire Agreement.** Alcohol must **not** be made available for sale on the premises or supplied as part of the cost of an entrance ticket to your event unless the appropriate Alcohol Charge has been paid with your booking.
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, if preparing, serving or selling food observe all relevant food health and hygiene legislation and regulations. Furthermore, **THE HIRER** shall ensure that no children are permitted entry into the kitchen.
8. **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.
9. **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.
10. 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 question of the payment or the repayment of the fee shall be at the discretion of the Committee. However, the non-returnable Booking Deposit shall be retained in any event.
11. **THE HIRER** shall ensure that the minimum of noise is made on arrival, during the period of the hiring and particularly on departure. **The HIRER** must also observe the condition of use which states that **all music and dancing shall take place according to the period of hire agreed and shall cease at the time agreed and no later than 23:30**
12. **The HIRER** shall not commit or allow to be committed any acts of nuisance and/or annoyance which shall affect the owners, tenants or occupiers of any adjoining or neighbouring properties. To that end, **THE HIRER must ensure that the front door of the hall remains closed after 10.30 pm except to allow ingress or egress.**
13. Due to the residential location of the hall, all hires **must finish by 12 midnight and** noise must be kept to a minimum after 10.30pm, as noted above **THE HIRER** shall be responsible for ensuring any attendees and guests adhere to the stated timings.
14. **THE HIRER** shall ensure that **no dogs except guide dogs** are brought into the hall. **THE HIRER** must ensure that **dogs are kept under control at all times** and not tethered close to public rights of way. **THE HIRER** is required to ensure that **fouling by dogs is removed and disposed of in a hygienic manner.** A dog waste bin is located in the hall car park.
15. **AT THE END** of the hire, **THE HIRER** shall be **responsible for leaving the premises and surrounds in a clean and tidy condition, properly secured and all lights switched off** 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. **(PLEASE REFER TO HIRERS CHECKLIST (12 ATTACHED))**

16. **THE COMMITTEE** reserves the right to cancel this hire in the event of the hall being required for use as a Polling Station for a Parliamentary or Local Government election or by-election, or to ensure the hall is managed in accordance with Covid 19 guidance in which case the **HIRER** shall be entitled to a refund of any monies already paid.
17. "Village halls are held on strict trusts with the Charity Commission for the purposes of a village hall. **THE COMMITTEE** is bound to ensure that the hall is administered in accordance with those trusts. Accordingly **THE COMMITTEE** is bound to preserve and hereby reserves the right to terminate this Agreement by not less than 7 days' notice in writing to **THE HIRER** in the event of the hall being required on the same date/time for the fulfilment of its charitable purposes. In the event of such termination by the village hall, **THE COMMITTEE** shall refund to **THE HIRER** all monies paid by **THE HIRER** to the village hall. The village hall and **THE COMMITTEE** shall not however be liable to make any further payment to **THE HIRER** in respect of expenses, costs or losses incurred directly or indirectly by **THE HIRER** in relation to the termination"
18. **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.
19. **THE HIRER** shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act of 1989 and that only fit and proper persons have access to the children.
20. **HIRERS OF THE FIELD** shall not obstruct the stiles and/or gates or the rights of way crossing the field. Access shall not be denied to the local residents and their families to the play and picnic areas