

Catsfield Village Hall

Church Road, Catsfield, East Sussex. TN33 9DP

Registered Charity 1001062

Chairman	Mrs. Ann Davey
Secretary	Mrs. Ann Davey
Treasurer	Mrs. Carol Hodgson
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Tel	07985 788 848
Email	villagehallcatsfield@gmail.com

STANDARD CONDITIONS OF HIRE

1.	THE HIRER will be responsible for the supervision of all persons on the premises and supervise the car parking arrangements to avoid obstruction of the highway and shall ensure that minimal noise is made on arrival and departure.
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 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 any insurance policies in respect thereof nor allow the consumption of alcoholic liquor without written permission.
3.	THE HIRER shall be responsible for obtaining a licence as may be needed for the sale of intoxicating liquor.
4.	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 other similar public entertainment or Stage plays.
5.	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 because of the hiring.
6.	THE HIRER shall be responsible for leaving the premises and surrounds clean and tidy, locked and secured unless otherwise directed and any contents temporarily removed from their usual positions properly replaced otherwise the Committee shall be at liberty to make an additional charge.
7.	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 payment or the repayment of the fee shall be at the discretion of the Committee.
8.	THE 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 by-election, in which case the HIRER shall only be entitled to a refund of any deposit paid.
9.	IF ANY PART of the premises is deemed 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.
10.	ELECTRICAL APPLIANCE SAFETY. 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. Where a residual circuit breaker is provided under the terms of the PE or CPL, the HIRER must make use of it in the interest of public safety.

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11.	THE HIRER shall be responsible for making arrangements to ensure that any third-party claims which may lie against him or her (or the organisation if acting as a representative) whilst using the Village Hall. (The Village Hall is insured against any claims arising out of its own negligence).
12.	ACCIDENTS AND DANGEROUS OCCURENCES. THE HIRER must immediately report all accidents involving injury to the public to the Committee.
13.	ANIMALS. THE HIRER shall ensure that no animals or birds except guide dogs are brought into the hall, other than a special event agreed by the Committee. No animals whatsoever are to enter the kitchen at any time.
14.	COMPLIANCE WITH THE CHILDRENS ACT. THE HIRER shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act 1989 and only fit and proper persons have access to the children.
15.	FLY POSTING. THE HIRER shall not carry out or permit fly posting or any other form of unauthorised advertisements for any event taking place at the hall and shall indemnify the Committee accordingly against any action, claim and proceedings arising from any breach of this condition.
16.	THE HIRER shall have no more than 120 persons at the premises
17.	SPECIAL CONDITIONS:
18.	THE HIRER to collect the necessary keys from Mrs Carol Hodgson. April Cottage 5 Church Road Catsfield 07985 788848 unless otherwise arranged.