

TWYNING PARISH COUNCIL

Kilmore Field Hire Agreement

This agreement is between **Twyning Parish Council** and the **Hirer for hire of Kilmore Field TOP SITE:**

1	Date			
2	Hirer name or Organisation name			
3	Address			
4	Contact Telephone Number			
5	Email Address			
6	Purpose of Use			
7	Area required	Full pitch	Half pitch	
8	Additional requirements			
9	Period of Hiring (please specify one off or regular booking, start time and end time / duration,.	Regular day	Start time	End time
10	Conditions of Hire	<p>The Hirer agrees to be present during the hiring and undertakes to read and abide by the attached Standard Terms and Conditions of Hire, which form part of the terms of this hiring agreement.</p> <p>Note: The Hirer must comply with Twyning Parish Council's "GUIDANCE TO SPORTS FACILITY HIRERS – COVID 19 SPECIAL ARRANGEMENTS"</p> <p>Twyning Parish Council reserves the right to refuse a booking without notice and to cancel the hire by giving fourteen days written notice if the Council discovers information about the proposed hiring which would render it inappropriate use.</p> <p>Cancellation by Twyning Parish Council will not be liable to any compensation payable and only the hire fee will be refunded or credited to the hirer.</p>		
11	Additional Information			

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I declare that the information given above in this agreement is correct to the best of my knowledge and I acknowledge that any misstatement or misrepresentation will invalidate the agreement.

----- Signed by the hirer

----- Signed on behalf of Twyning Parish Council.

PLEASE RETURN THE COMPLETED BOOKING FORM TO:

Twyning Parish Council

For any queries on bookings or usage of the facilities please contact:

Email: clerk@twyningcouncil.co.uk

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STANDARD TERMS & CONDITIONS OF HIRE

For the purpose of these Terms and Conditions, the term Hirer means an individual hirer or, where the hirer is an organisation, the authorised representative.

THE HIRER AGREES:

1. To be responsible for the supervision of the facilities, including any fabric and contents and also the care and behaviour of all persons using the facilities, during the period of hire. All contents are left at the hirer/users own risk in or on any of the facilities;
2. Not to use the facilities for any purpose other than described in the hiring agreement. They will not sub-hire or use the facilities or allow the facilities to be used for any unlawful purpose or in any unlawful way. They will not do anything or bring onto the premises anything which may endanger the facilities or render invalid any insurance policies or allow the consumption of alcoholic liquor without the written permission of Twynning Parish Council;
3. To comply with all conditions and regulations made in respect of the facilities by the Fire Authority, Local Authority, the Local Magistrates' Court, particularly in connection with any event;
4. To abide by all notices posted by Twynning Parish Council regarding the facilities.
5. To be responsible for returning all equipment to its place of storage tidily and in the same condition as it was when first used;
6. Not to bring any heavy equipment or vehicles onto the premises that may cause damage without prior written consent from Twynning Parish Council. Only maintenance vehicles are allowed onto Twynning Parish Council land;
7. To remove all rubbish and litter from the premises. Failure to do so will result in the Hirer being charged for any cost incurred by Twynning Parish Council in removing any such items and may lead to the Hirer being banned from future use of the facilities.
8. To ensure that any setting up time is within the period of hire and that by the end of the period of hire, they have cleaned and cleared the facilities, pitches/courts & pavilion. Failure to do so will result in an additional charge being levied by Twynning Parish Council who have the reserved right to demand any additional fee to cover the cost of clearance and cleaning;
9. To refrain from attaching anything to the walls, floors or fencing without prior written consent from Twynning Parish Council.
10. To ensure that they do not disturb or interfere with other hirers who may be using other parts of the facilities at the same time;
11. To discourage people from gathering outside the facilities to ensure consideration of our neighbours. The Hirer should be aware that adjoining land may not be safe and is not necessarily owned by Twynning Parish Council;
12. To ensure that any activities for children comply with the provisions of the statutory safeguarding requirements and that only fit and proper persons have access to the children;
13. To report any accident during the period of hire to the Parish Clerk on **07905836113**
14. To report any damage or faulty equipment to the Parish Clerk clerk@twynningcouncil.co.uk prior to the commencement of the activity or as soon as practicable. The hirer will pay the Parish Council for the cost of any repair or damage caused.

The Kilmore Field and adjacent TRAC site are strictly no smoking and dog-free areas