

# Conditions of Hire

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

## 1. Age

The Hirer being a person over 18 years of age, hereby accepts responsibility for being in charge of and on the premises at all times when the public are present and for ensuring that all conditions under this agreement, relating to management and supervision of the premises are met.

## 2. Supervision

The Hirer shall, during the period of hiring, be responsible for: supervision of the premises, the fabric and 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. As directed by the Hall Secretary, the Hirer shall make good or pay for all damage (including accidental damage) to the premises or to the fixtures, fittings or contents and for loss of contents.

## 3. Use of Premises

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 to bring onto the premises anything which may endanger the same or render invalid any insurance policies.

## 4. Capacity

The capacity of the Hall is 80 persons upstairs and 100 persons downstairs at any one time. (180 in total).

## 5. Fire Safety

The Hirer shall ensure that they familiarise themselves with fire safety measures, what to do in case of fire and draw attention to this to all attendees. Fire exits and extinguishers should not be blocked. Fireworks, naked flames, candles and pyrotechnics are not permitted. Decorations must be kept to a minimum and not obscure means of escape. Stage decorations should be fire retardant. It is recommended that the fire door on the upper floor is unlocked while the Hall is in use. The lift is not to be used in case of fire.

## 6. Electrical Appliance Safety

The Hirer shall ensure that any electrical appliances brought by them to the premises and used there shall be safe, in good working order and used in a safe manner.

## 7. Children

Children must be supervised by an adult at all times. Under no circumstances should children be allowed to operate the lift. The Hirer shall ensure that any activities for unaccompanied children under eight years of age comply with the Supervision of the Children Act 1989 and that only fit and proper persons who have passed the appropriate DBS checks have access to the children. The Hirer shall provide the Village Hall Management Committee with a copy of their DBS check and Child Protection Policy on request.

8. Drunk & Disorderly Behaviour and Supply of Illegal Drugs

The Hirer shall ensure that in order to avoid disturbing neighbours to the Hall and avoid violent and criminal behaviour, care shall be taken to avoid excess consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either on the premises or in the immediate vicinity. Alcohol shall not be served to any person suspected of being drunk nor to any person suspected of being under the age of 18. No illegal drugs may be brought onto the premises.

9. Animals

The Hirer shall ensure that no animals except guide dogs are brought onto the premises, other than for a special event agreed by the Management Committee. No animals whatsoever are to enter the kitchen at any time.

10. End of Hire

The Hirer shall be responsible for leaving the premises, kitchen and surrounding area in a clean and tidy condition, properly locked and secured. Any contents temporarily removed from the positions properly replaced. The fridges should be emptied and all rubbish taken off site.

11. Noise

The Hirer shall ensure that the minimum noise is made on arrival and departure. All music should cease by 11.30pm.

12. Smoking

The Hirer shall ensure that all attendees comply with the prohibition of smoking in public places.

**Contravention of any of the conditions above shall result in a withholding of the deposit paid by the Hirer.**

Relevant Policies (All displayed in the Hall):-

Health & Safety

Fire Safety

Child & Vulnerable Adult