

**EAST GOSCOTE PARISH COUNCIL**

**CONDITIONS OF HIRE FOR PAVILION AND ASSOCIATED FACILITIES**

**GENERAL**

1. The Parish Council have sole responsibility for the letting and maintenance of the pavilion and associated facilities; no sub-letting to be allowed.
- 1a All organised activities ie sports days, fetes, football matches must be approved by the council in advance.
2. All charges shall be as determined by the Parish Council, subject to review
3. In addition to the hire charge, a deposit of £150.00 shall be required in advance which shall be returned in part or in full, within 14 days, subject to the hirer adhering to all conditions of hire.
4. All security keys to be held by Parish Council keyholders at all times
5. The Parish Council accepts no responsibility for any loss or damage incurred to personal effects whilst on the property.
6. The pavilion and associated facilities shall be left in a reasonable condition and equipment returned to storage after use.
7. The Parish Council reserves the right to recover from the hirer the cost of any Loss or damage to their property.
8. **Parking shall only be allowed on the pavilion car park. No cars to be parked wholly or partly on grassed areas. This must be controlled by the Manager and will result in a loss of deposit. Consideration must be given also to local residents who live in the vicinity of the playing fields.**
9. The Parish Council reserves the right to review these conditions of hire at any time.
10. In the event of contravention of the conditions of hire, the Parish Council shall have the authority to terminate the booking.
11. No vehicles of any type to be allowed on the playing field at any time.

**PAVILION (With the introduction of new smoking laws. Smoking is not allowed in the pavilion).**

12. 48 Hours notice of any usage of the pavilion must be notified to the Clerk. Cancellations by the hirer must be notified to the Clerk.
13. All applications for the use of the pavilion must state whether they will be applying for a licence to serve alcohol.
14. No gambling in contravention of the Betting, Gaming and small Lotteries Act will be allowed.

15. The property must be vacated by 11.30pm on Saturdays and 10.30pm on weekdays and Sundays.

16. All users of the pavilion are to acquaint themselves with the fire procedures and the whereabouts of the fire extinguishers and fire blanket. Please check Fire Extinguishers are in place prior to leaving.

**FOOTBALL PITCHES**

17. The football season shall run from 1st September to 30th April unless otherwise agreed by the Parish Council (Seasonal matches state a maximum of 15 home games).Keys must be returned upon completion of all league/cup home matches or as soon as requested by the Parish Council Clerk. Failure to return the keys may result in a fine.

18. Facilities may be hired weekly, although mainly are booked on a seasonal basis. Seasonal Charges for the pitches and pavilion will be invoiced in August 2018 and Feb 2019.The first installment must be paid upon key collection. The second installment must be paid by the end of February 2019 or facilities will be withdrawn. Facilities required on a weekly basis must be booked via the council offices before 12 noon on the Thursday prior to the weekend booking, or with at least 3 days notice.

18a Installments are paid in August and February as above, and are Non-refundable should the club fold. The deposit (key) may be returned at the Council’s absolute discretion.

18b Use of council facilities for matches of any type ie. normal league fixtures, cup matches and friendlies, must be approved by the Council Clerk in advance. Seasonal fees include up to 15 home games, made up mainly of league/cup fixtures. Friendlies are possible at the start and end of the season (if less than 15 have been played- with the approval of the Clerk to the council) and should be avoided mid-season to prevent pitch damage for league/cup matches.

19. The Junior Pitch must not be used by players over the age of 15 years.

19a All Junior matches to be played on the right hand side of the field. Seniors only to hold matches on the left hand side of the driveway.

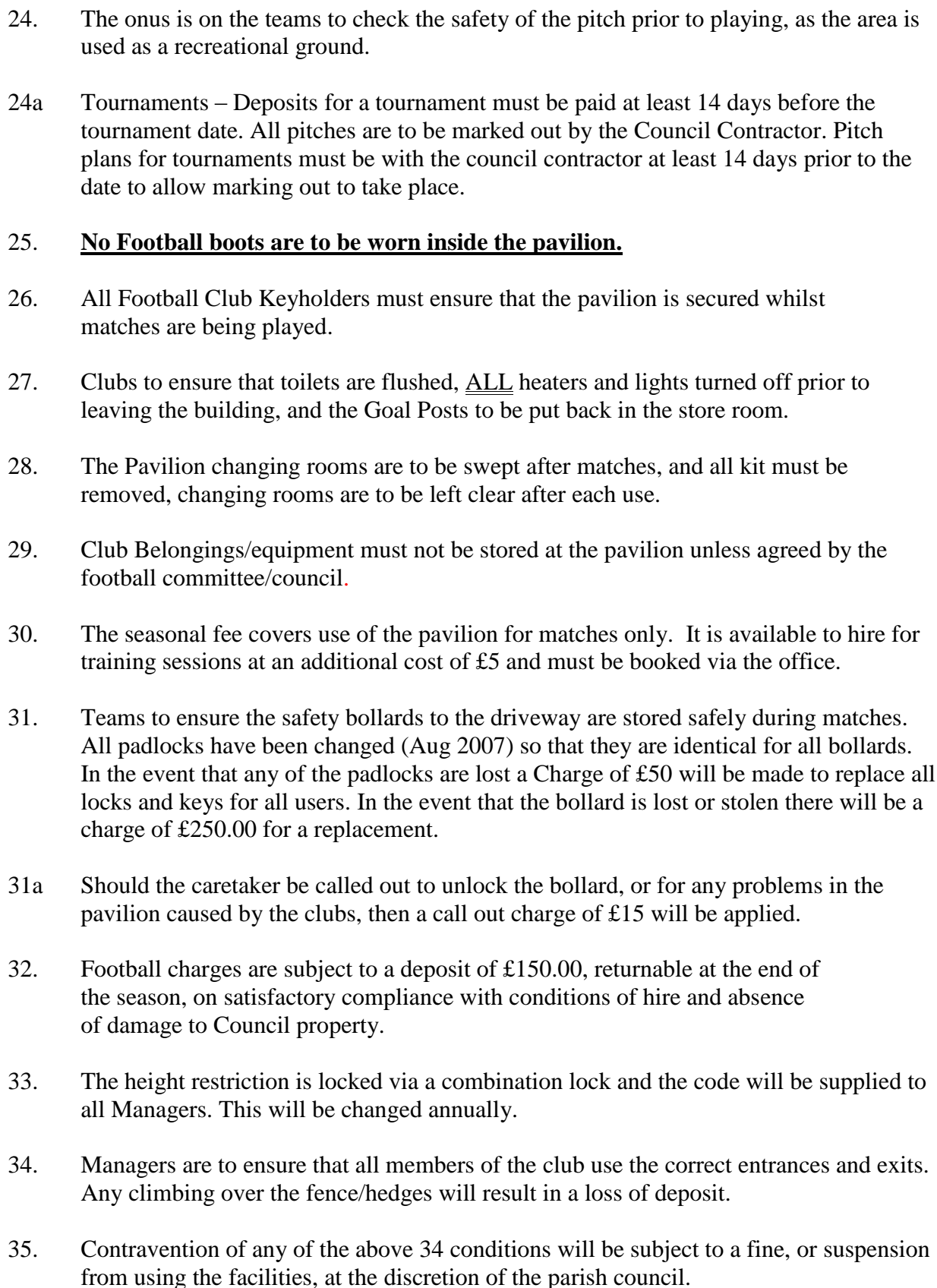
20. The Playing fields will have no more than 4 pitches which are 1 x senior, 1 x junior and 2 x mini pitches.

20a All Pitches to be marked out by the Council Contractor or Staff only.

21. There will be a maximum of 2 teams allowed to play on each pitch.

22. Any moving of pitch lines or sizes will be carried out with the approval of the Parish Council at the expense of the football club and work will be done by the council contractor only.

23. The Parish Council Caretaker reserves the right to call off any matches due to pitch condition in which event no charge will be made or advance payments will be returned.

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24. The onus is on the teams to check the safety of the pitch prior to playing, as the area is used as a recreational ground.
  - 24a Tournaments – Deposits for a tournament must be paid at least 14 days before the tournament date. All pitches are to be marked out by the Council Contractor. Pitch plans for tournaments must be with the council contractor at least 14 days prior to the date to allow marking out to take place.
  25. **No Football boots are to be worn inside the pavilion.**
  26. All Football Club Keyholders must ensure that the pavilion is secured whilst matches are being played.
  27. Clubs to ensure that toilets are flushed, ALL heaters and lights turned off prior to leaving the building, and the Goal Posts to be put back in the store room.
  28. The Pavilion changing rooms are to be swept after matches, and all kit must be removed, changing rooms are to be left clear after each use.
  29. Club Belongings/equipment must not be stored at the pavilion unless agreed by the football committee/council.
  30. The seasonal fee covers use of the pavilion for matches only. It is available to hire for training sessions at an additional cost of £5 and must be booked via the office.
  31. Teams to ensure the safety bollards to the driveway are stored safely during matches. All padlocks have been changed (Aug 2007) so that they are identical for all bollards. In the event that any of the padlocks are lost a Charge of £50 will be made to replace all locks and keys for all users. In the event that the bollard is lost or stolen there will be a charge of £250.00 for a replacement.
  - 31a Should the caretaker be called out to unlock the bollard, or for any problems in the pavilion caused by the clubs, then a call out charge of £15 will be applied.
  32. Football charges are subject to a deposit of £150.00, returnable at the end of the season, on satisfactory compliance with conditions of hire and absence of damage to Council property.
  33. The height restriction is locked via a combination lock and the code will be supplied to all Managers. This will be changed annually.
  34. Managers are to ensure that all members of the club use the correct entrances and exits. Any climbing over the fence/hedges will result in a loss of deposit.
  35. Contravention of any of the above 34 conditions will be subject to a fine, or suspension from using the facilities, at the discretion of the parish council.

We.....F.C agree to accept the conditions of hire and will abide by all 35 conditions. We accept that the deposit will be used in the event of any contraventions of these conditions.

Signed..... ( For..... FC)

Dated .....2018

L Pizer  
Clerk to the Council  
The Village Hall  
Long Furrow  
East Goscote Leicester  
TEL 0116 2602202

APPROVED BY THE FULL COUNCIL ON MAY 9<sup>TH</sup> 2018