

## Conditions of Hire – Licensing

The hirer shall be responsible for obtaining such licences as maybe needed whether for the consumption of alcohol, or from Performing Rights Society or otherwise and for the observance of the same. Note: a Temporary Event Notice (TEN) will need to be sent to, and approved by, Wokingham District Council if alcohol is to be sold on the premises.

The hirer shall comply with all conditions and regulations made in respect of the premises by the Fire Authority and Local Authority or otherwise, particularly in connection with any event which includes regulated entertainment.

Barkham Village Hall holds a Premises License for the following “Regulated Entertainment” under the provision of the Licensing Act 2003:-

- The performance of live music, any playing of recorded music
- The performance of dance
- The provision of facilities for the making of music or dancing.

These additional conditions apply if Regulated Entertainment is to take place:-

1. The hirer, being a person over 25 years of age, shall be in charge of, and upon, the licensed premises during the whole time that they are hired to the hirer. The person in charge shall not be engaged on any duties which will prevent him from exercising general supervision.
2. There shall be a minimum of 2 persons, neither of whom shall be less than 25 years of age on duty at the premises during the period of hire, including the person in charge. All persons on duty shall have been informed of the procedure to be adopted in case of evacuation of the premises and shall be familiar with the fire fighting equipment available. For location of emergency exits and fire fighting equipment see the **Floor Plan Document**
3. Performances involving danger to the public shall not be given.
4. The number of people on the premises shall not exceed the following:

<b>Large Hall</b>	<b>Persons</b>	<b>Small Hall</b>	<b>Persons</b>
Dancing and Seating	120	Dancing and Seating*	50
Closely Seated	85	Closely Seated	45

\* Arranged as one line of chairs against wall not obscuring emergency exits and all other furniture removed.

<b>Large Hall &amp; Small Hall</b>	<b>Persons</b>
(With interconnecting double doors locked open)	170

5. Highly flammable substances shall not be brought into or used in any part of the premises.
6. The premises shall not be available for hire for the purposes of Regulated Entertainment except between the hours of 11 a.m. and midnight unless a Temporary Event Notice (TEN) has been posted and approved.