

CHRISTOW PARISH COUNCIL

PLAYING FIELD HIRE POLICY

TERMS AND CONDITIONS

The Parish Council can hire out parts of the playing field for standalone use or in conjunction with the Village Hall although the Village Hall is a separate entity and bookings would need to be made separately.

1. All applications to use the playing field must be made with the Parish Council by either writing/email to the Parish Clerk on the booking form or via the online booking system.

The following fees for the playing field would apply (subject to availability):

- Daily rate £ 100
- Evening only £50
- Ad-hoc sports requests £20 per hour
- Organised Sports Clubs (See below for more details)
- Whole of the weekend i.e. Saturday am until Sunday evening - £250
- Extended weekends i.e. Thursday

2. Christow Parish Council reserves the right to grant or refuse permission for use of the playing field. The Parish Council's decision will be final.

3. All hirers of the playing field must provide the Parish Council in advance of the event appropriate a copy of the following documentation

- a. Public Liability Insurance Certificate covering the hirer to the value of £5m
- b. A risk assessment for the event including waste management plan.
- c. Copies of any relevant licenses / notices required for the event (eg Temporary Event Notice) should be included within the RA and the parish council may ask for sight of these.
- d. Reference

No later than 48 before the event. If documentation has not been received by this deadline, then permission will be withdrawn and will not be reinstated.

4. Any organised sports event (i.e. Football and Rugby teams) will need to register and book dates for the season with the Parish Clerk, subject to availability, and pay a fee of £50 for that season.

5. All organisations to carry out their own risk assessment to assess the suitability of the playing field for the purpose of which the organisers wish to hire it.

6. Hirers should be aware that permission granted may be revoked at short notice, should inclement weather have caused the field to become unusable or due to damage that may occur.
7. The hirer to ensure that all fixtures and rubbish are removed immediately after an event.
8. Any damage incurred as a result of the event must be made good at the expense of the hirer.
9. The Parish Council reserve the right to prosecute anyone found to be damaging the playing field and or the equipment.
10. No vehicles to drive on the playing field without the consent of the Parish Council.
11. Hirers of the field will be responsible for ensuring that only authorised vehicles are allowed on the playing field.
12. In the event of adverse weather conditions or other reasons, the Parish Council reserve the right to cancel any event at short notice.
13. Hirers of the field are to note that the playing field forms part of a wider community and will remain open for public access at all times
14. Hirers will not hold the Parish Council responsible for any theft or damage to equipment placed in the field before, during or following an event
15. The hirer must make their own toilet arrangement, and these arrangements must be shared with the parish council.
16. The following uses are not permitted:
 - a. Fireworks
 - b. Bonfires
 - c. BBQs
 - d. Bouncy castles.

If you would like to make a booking or enquiry, please contact the Parish Clerk on the following email address: clerk@christowparishcouncil.gov.uk