

Welcome to

Minard Village Hall

To make your visit comfortable:

- The main heaters are switched on via the timer by the kitchen door. The heaters in the toilets can also be used via their individual controls. You may also wish to use the fan heaters (please ensure all heaters are switched off before you leave).
- The hot water in the kitchen is heated via the switch under the kitchen worktop on the left. There are individual hot water heaters in the toilets .
- The tables are stored in the sheds. The key to the sheds is on a hook above the cooker.
- Please feel free to use all kitchen equipment, cleaning products and bathroom supplies during your hire.

If you have feedback:

- Please let us know via info@minard.org.uk
- or via Beccy on 07708461255

Minard Village Hall

Terms and Conditions of Use

The maximum number of people permitted in the hall is 60.

Chairs and tables should be arranged around the hall with clear gangways to enable easy escape in the event of any emergency.

Fire exits should be kept clear of obstructions at all times. It is the responsibility of the hirer to consider the needs of their party in the event of an emergency and to adapt and implement the Fire and Emergency Procedures (see appropriate poster) to suit the specific needs of their party.

Smoking is not permitted anywhere on the premises.

The hall should be left clean and tidy after use. Floors should be swept (and mopped if required). All surfaces used should be left free of dust and marks.

The hall has no refuse bins and all rubbish should be removed from the premises by the user/hirer.

Any breakages or damage must be paid for by the hirer.

Before leaving the premises, ensure all outside doors and windows are secure and all lights, heaters and appliances are switched off.

Keys must be returned to the key safe.

An additional charge will be made to the hirer for cleaning, electricity, repairs or other costs arising from any breach of these regulations and will be deducted from, although not limited to, any deposit paid.

All user groups are responsible for ensuring they hold valid and appropriate public liability insurance and, when appropriate have policies and procedures in place to ensure adherence to both child and adult support and protection requirements, in line with Scots Law.

It is the responsibility of the hirer to ensure all of the above is adhered to.

Fire and Emergency Procedures

In the event of a life-
threatening emergency,
Dial 999

In the event of a fire or other emergency, the hirer must instruct all occupants to calmly and quickly leave the hall by the nearest marked fire exit (as indicated by the running man symbol). People must be told to gather in the hall car park adjacent to the hall. Call the fire brigade and decide whether the fire can safely be tackled with the fire extinguishers. If in any doubt, do not attempt to fight the fire.

For Emergencies

You are at:

Minard Village Hall,
Minard,
PA32 8YB

What Three Words:

[///tweeted.hothouse.nutty](https://www.threewords.com/words/tweeted-hothouse-nutty)



**The First Aid kit is in the
kitchen**

**There is a Defibrillator
outside the old shop at
Lower Achagoyle**