



Carlton Village Hall
Church Lane
Carlton
Nr Goole
DN14 9PB

Terms & Conditions Policy for Carlton Village Hall

- If the Hirer is in any doubt as to the meaning of the following, they should contact the Bookings Officer
- 1. Supervision:~
 - The Hirer shall, during the period of the hire, be responsible for supervision of the premises, the fabric and the contents, and take all reasonable care in avoiding damage to any equipment or part of the premises.
- 2. 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.
 - Under no circumstances is anything to be stuck to the walls or painted surface. Should you wish to decorate the hall for your event then please discuss your options with a member of the committee prior to your event.
- 3. Alcohol:~
 - In accordance with the Licensing Act 2003, no alcohol shall be sold on the premises without the agreement of the Managing Trustees.
 - Alcohol can only be served by a member of the Carlton Village Hall Management Committee. The Hirer is not permitted to bring in their own alcohol.
 - In all cases the Hirer shall comply with the "Carlton Village Hall sale of alcohol" conditions.
- 4. Drunk and Disorderly Behaviour:~
 - The Hirer shall ensure that in order to avoid disturbing neighbours to the Hall and avoid violent or criminal behaviour, care shall be taken to avoid the excessive consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either on the premises or in its immediate vicinity. Alcohol shall not be served to any person suspected of being drunk nor to any person suspected as being under the age of 18. Any person suspected of being drunk, under the influence of drugs or who is behaving in a violent or disorderly way shall be asked to leave the premises. No illegal drugs may be brought onto the premises. No drinks to be taken outside of the premises.
- 5. Hours of Opening:~
 - The premises shall not be used for licensable activities except between the hours of 11.00am and 12 midnight unless special permission has been issued by the Managing Trustees.
- 6. 18th Birthday Parties:~
 - Carlton Village Hall **DO NOT** permit the hall to be hired for 18th Birthday Parties



Registered Charity No 523536

- 7. Charges:~
 - The total charges are payable to Carlton Village Hall on submission of your bookings form.
 - Payment is made by bank transfer which the Bookings officer will give details.

- 8. Confirmation of Booking:~
 - Your booking will be confirmed upon receipt of full payment.
 - Should you wish to receive a receipt then please request this from the Booking Officer.

- 9. Gaming, Betting and Lotteries:~
 - The Hirer shall ensure that nothing is done on or in relation to the premises in contravention of the law relating to gaming, betting and lotteries.

- 10. No Smoking or Vaping:~
 - The Hall has a no smoking or Vaping policy. The Hirer has the responsibility to enforce this policy. The Managing Trustees reserve the right to cancel any future bookings for the Hirer if there is evidence that smoking has been allowed in the building.

- 11. Public Safety Compliance:~
 - The Hirer shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, the Licensing Authority or otherwise.

- 12. Health and Hygiene:~
 - The Hirer shall, if preparing, serving or selling food observe all relevant food health and hygiene legislation and regulations.

- 13. Electrical Appliance Safety:~
 - The Hirer shall ensure that any electrical appliances brought by him or her to the premises and used there shall be safe and in good working order, and used in a safe manner.

- 14. Indemnity:~
 - The Hirer shall indemnify the Managing Trustees for the cost of repair of any damage done to any part of the property including the curtilage thereof or the contents of the buildings which may occur during the period of the hiring or as a result of the hiring.
 - Under no circumstances will the Managing Trustees accept responsibility or liability in respect of any loss or damage which may be incurred by or be done or happen to the Hirer or any person in their employ or any other persons or persons entering the Hall by reason of the use of the Hall by the Hirer. Any third party introduced into the Hall by the Hirer must have their own public liability insurance.

- 15. Compliance with The Children Act:~
 - The Hirer shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act of 1989 and that only fit and proper persons have access to the children.

- 16. Sale of Goods:~
 - The Hirer shall, if selling goods on the premises, comply with Fair Trading Laws and any code of practice used in connection with any such sales.

- 17. No Alterations:~
 - No alterations or additions may be made to the premises nor may any fixtures be installed using bolts, screws, pins or other similar objects to any part of the Hall.
- 18. Noise:~
 - The Hirer shall ensure that the minimum of noise is made on arrival and departure, particularly late at night.
- 19. Cancellation by Hirer:~
 - If the Hirer shall cancel the hiring of the premises then the fee paid is **NON REFUNDABLE**.
- 20. Cancellation by the Managing Trustees:~
 - The Managing Trustees reserve the right to cancel any engagement in writing given to the Hirer 7 days before the date on which the engagement would have otherwise taken place and shall not incur any liability to the Hirer whatsoever in respect thereof save for the return of any fee paid by him in respect of such cancelled agreement.
- 21. Unfit for Use:~
 - In the event of the hall or any part thereof being rendered unfit for the use for which it has been hired the Managing Trustees shall not be liable to the hirer for any resulting loss or damage whatsoever.
- 22. Refusal of Booking:~
 - The Managing Trustees reserve the right to refuse a booking without reason or notice.
- 23. No Rights:~
 - This Hiring Agreement constitutes permission only to use the premises and confers no tenancy or other right of occupation on the Hirer.
- 24. End of Hire:~
 - The Hirer shall be responsible for leaving the premises and surrounding area in a clean and tidy condition, properly locked and secured unless directed otherwise. The Hirer is responsible for removing their own rubbish from the building. The Managing Trustees accept no responsibility for any equipment or goods left in the Hall by the Hirer.

