

## STANDARD CONDITIONS OF HALL HIRE

Date of conditions of hire	18/03/2026
Date to be reviewed	17/03/2027
Chairperson 's signature	<i>David Hutchinson</i>

**(If the Hirer is in any doubt as to the meaning of the following, the Hall Secretary should immediately be consulted.)**

**For the purposes of these conditions, the term HIRER shall mean an individual hirer or, where the hirer is an organisation, the authorised representative.**

1. THE HIRER will during the period of the hiring, be responsible for supervision of the premises, the fabric and contents, their care, safety from damage however slight or change of any sort and the behaviour of all persons using the premises whatever their capacity, including proper supervision of car-parking arrangements so as to avoid obstruction of the highway.
2. 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 or in any unlawful way, nor do anything or bring onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof nor allow the consumption of alcoholic liquor thereon without written permission.
3. THE HIRER shall be responsible for obtaining such licences (apart from the licence required for the sale or supply of intoxicating liquor ) as may be needed from the Performing Rights Society, from Photographic Performance Ltd. or otherwise and for the observance of the same. **(Please note I. D. will be required by anyone buying alcohol that looks under 25 years old. No alcohol will be supplied to those aged under 18.)**
4. THE HIRER shall ensure that nothing is done on or in relation to the premises in the contravention of the law relating to gaming, betting and lotteries.
5. THE HIRER shall comply with all conditions and regulations made in respect of the Premises Licence PL(A)0031 or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays.
6. THE HIRER shall, if preparing, serving or selling food observes all relevant food health and hygiene legislation and regulations.
7. THE HIRER shall insure that any electrical appliances brought by the Hirer to the premises and used there shall be safe and in good working order, and used in a safe manner.
8. THE HIRER'S equipment is not covered by the hall's insurance it is advised that THE HIRER shall take out adequate insurance to cover the hirer and members of the hirer's organisation and invitees against all claims arising as a result of the hire. The Letting Officer may ask for proof of the policy or other evidence of cover.

9. IF THE HIRER wishes to cancel the booking before the date of the event and the Committee is unable to conclude a replacement booking, the question of the payment or the repayment of the booking fee shall be at the discretion of the committee.
10. THE HIRER shall ensure that the minimum of noise is made on arrival and departure.
11. THE HIRER shall ensure that no dogs except guide dogs are brought into the hall, unless this has been agreed in advance.
12. AT THE END of the hiring, the HIRER shall be responsible for leaving the premises and surrounds in a clean and tidy condition, properly locked and secured unless directed otherwise and any contents temporarily removed from their usual positions are properly replaced, otherwise the committee shall be at liberty to retain part of or all of the returnable booking fee.
13. THE COMMITTEE reserves the right to cancel this hiring in the event of the hall being required for use as a Polling Station for a Parliamentary or Local Government election or bye-election, in which case the Hirer shall be entitled to a refund of any deposit already paid.
14. IN THE EVENT of the hall or any part thereof being rendered unfit for the use for which it has been hired, the committee shall not be liable to the HIRER for any resulting loss or damage what so ever.
15. THE HIRER shall ensure that any activities for children, young people and adults at risk are supervised at all times by fit and proper persons who have had the relevant checks. Bullying, shouting, physical violence, sexism, racism towards children, young people and vulnerable adults should not be permitted. No children shall be admitted to films or other performances who are below the age classification for the film, video, DVD or play being performed.
16. **Safeguarding children, young people, and adults at risk**  
If requested, you must provide MVHA with a copy of your Safeguarding Policy and evidence that you have carried out relevant checks through the Disclosure and Barring Service (DBS). All reasonable steps must be taken to prevent harm, and to respond appropriately when harm does occur. Relevant concerns must be reported.

All HIRERS must familiarize themselves with MVHA policies related to Safeguarding, Adults at Risk and Child Protection, available on the hall website.

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