



The Seal of the Ancient Borough  
of Thaxted

# THAXTED PARISH COUNCIL

Community Information Centre  
7, Town Street, Thaxted,  
Dunmow, Essex, CM6 2LD

tel: 01371 831952. email: clerk@thaxted.co.uk. web: www.thaxted.co.uk

## RECREATION GROUND HIRE

### Hiring Charges - Effective for grass area bookings on or after 1<sup>st</sup> June 2024 (Basket Ball area no annual restrictions)

#### Grass area Recreation Ground Local use resident

- Per hour £10
- Per Day £25 for local fundraising events

#### Basketball court area only charges

£5 per hour

#### **Booking Form and Hire Contract**

Name of person responsible for the hire and who will accept liability for this contract:  
(known as the Hirer)

Postal Address:

Telephone Number

Email:

Organisation/Purpose of hire:

Date (s) required

Time: from

to

Balance due:

NB. A cancellation charge of 10% will be deducted from any refunds given in the event of cancellation. Notice of cancellation must be received within 7 days of the booking date to avoid forfeiture of payment.

I have read and agree to the Conditions of Hire as set out.

Signed:

Date:

## Conditions of Hire

1. All bookings and payments should be made through the Council Office. Payment should be made directly to: Thaxted Parish Council. Lloyds Account: Account number: 50750560 sort code: 30-94-47.
2. Full payment and security deposit must accompany all bookings.
3. The Hirer shall be responsible for the fee and shall indemnify the Council for all accidents, damage or loss arising out of the Hiring activities. The Hirer shall ensure the areas used are left in a clean and tidy state to the satisfaction of the Council. The Hirer agrees to pay an excess charge in the event that the facilities are not used in accordance with these conditions.
4. The Hirer must make their own insurance arrangements to cover all eventualities. The Council does not insure the hirer's activities nor can any liability be attributed to the Council as a result of the hirer's activities.
5. The Hirer is responsible for any risk or hazard associated with property left in the Pavilion when not occupied. Any loss sustained to Council property resulting from negligence on the part of the Hirer will be charged to the Hirer.
6. The Hirer must not sublet any part of the recreation ground.
7. Between September and May inclusive, vehicular access to the Recreation ground is not permitted without express permission from the Council.
8. Circuses using live animals within their performance will be required to produce a vets' license on arrival. **A refundable security deposit of £200 will be required at the time of booking which will be refunded following the removal of all promotional posters displayed in Thaxted.** Posters are to be removed within 48 hours of the hiring.
9. Fairs hiring the recreation ground are required to site their equipment along the road frontage and to be considerate to neighbouring residents in respect of noise.
10. The use of bouncy castles or inflatables is **strictly prohibited**, unless the hirer has agreed the use of such equipment with the clerk in advance, and holds adequate Public Liability & Employers Liability, please note: If you hire labour, whether this is on a PAYE basis, voluntary or sub-contractors this is a legal requirement. Hard copies of the documents **MUST** be produced to the Clerk with your booking form.