**RECREATION GROUND HIRE & OTHER OPEN SPACES BOOKING FORM**

**Recreation Ground Hiring Charges - Effective for grass area bookings on or after 1st June 2024 The Recreation Ground Basket Ball area has no annual restrictions**

**Grass area Recreation Ground Local use resident rates** **Basketball court area only charges**

* Per hour £10 £5 per hour
* Per Day £25 for local fundraising events

Basketball

**Double charges will apply to the above for any non-resident organisers**

Please note**: Caravans, Campervans and Commercial vehicles such as trucks and Fairgrounds, including the associated equipment, are not permitted on the Grass Area of the Recreation Ground at any time.**

Other open spaces areas for hire may be periodically arranged at the discretion of the Clerk who shall consider the nature of the intended use and charges to be levied.

**Conditions of Hire**

1. All bookings and payments should be made through the bookings link <https://venuehire.scribeaccounts.com/Thaxted-Parish-Council>
2. Deposit Payments should be made directly to: Thaxted Parish Council. Lloyds Account: Account number: 50750560, sort code: 30-94-47.

2. 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.

3. 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.

4. Any loss sustained to Council property resulting from negligence on the part of the Hirer will be charged to the Hirer.

5. The Hirer must not sublet any part of the recreation ground.

6. Between September and May inclusive, vehicular access to the Recreation ground is not permitted without express permission from the Council. In the event that permission is granted, the area of the field which may be used will be provided in writing via the Clerk. Please ensure that you adhere to only permit vehicles in line with these conditions including the type of vehicle permitted as identified within this document.

7. The use of bouncy castles or inflatables is strictly prohibited, unless the hirer has agreed to 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.

**OPEN SPACES BOOKING FORM AND HIRE CONTRACT**

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| 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:  Area of Hire: |
| Date (s) required Time: from to |
| Balance due: |
| I have read and agree to the Conditions of Hire as set out.  Signed:  Date: |

Return the completed form along with a copy of your public liability insurance via email to: [Office@thaxted.co.uk](mailto:Office@thaxted.co.uk)