



## Grimston, Saxelbye & Shoby Village Hall

Main Street,  
Grimston  
Leicestershire  
LE14 3BZ

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Email: [ruthtownsend22@gmail.com](mailto:ruthtownsend22@gmail.com)

### Conditions of Hire:

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

#### 1. Supervision:

The hirer will, during the period of the hiring, be responsible for supervision of the premises e.g. care from damage, behaviour of persons using the premises, supervision of car parking arrangements to avoid obstruction of the road. The hirer shall ensure that the minimum of noise is made on arrival and departure. The hirer should also ensure that the outer doors of the hall are kept closed at all times for security reasons.

#### 2. Use of the Premises:

The hirer shall not use the premises for any purpose other than that described at the point of hire and shall not sub-hire or allow the premises to be used for any unlawful purpose.

#### 3. Licences:

A licensed bar may be arranged by the hirer with ourselves and this should be indicated at the time of hire. Alcohol consumption by persons under the age of 18 must not be permitted.

#### 4. 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.

#### 5. Health & Safety Compliance:

The hirer shall comply with all regulations of Health & Safety. Please ensure you know where fire exits are, and placement of fire extinguishers. Any accidents or incidents (minor or otherwise) on the premises should be recorded in the Accident Book located in the kitchen and be brought to the attention of one of the Committee members.

If the hirer is preparing, serving or selling food they should observe all relevant food health and hygiene regulations, including any specific allergy advisory notices.

Any failure of equipment belonging to the hall must be reported as soon as possible

#### 6. Smoking:

The hirer shall ensure that no smoking takes place anywhere in the building. This includes the use of e-cigarettes.

#### 7. Electrical Appliance Safety:

The hirer shall ensure that any electrical appliances brought by them to the premises must be safe and in good working order.

### **8. Animals:**

The hirer shall ensure that no animals, except guide dogs are brought into the hall, other than for a special event agreed to by the Committee. No animals are to enter the kitchen at any time.

### **9. 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.

### **10. 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 such sales.

### **11. Rates and times of hire:**

The hall is available to hire as follows:

|                              | <b>Cost</b> |
|------------------------------|-------------|
|                              | <b>£</b>    |
| Day rate (8.00am – Midnight) | 100.00      |
| Half Day Hire (see below)    | 50.00       |
| Hourly Rate                  | 15.00       |
| Cooker Hire (if required)    | 10.00       |

**A £10 non-refundable holding deposit is required either by cheque to the booking secretary or via bank transfer – see booking form for details**

### **Half Day Hire Times:**

- Morning - 8.00am – 1.00pm
- Afternoon - 1.00pm – 6.00pm
- Evening - 6.00pm – 11.00pm

A discounted hourly rate is available on application for regular bookings.

**All payments to be received either in advance of the hire via bank transfer or in cash or cheque on collection of keys**

### **12. Cancellation:**

If the hirer wishes to cancel the booking before the date of the event please let one of the Committee members know.

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 by-election. Any deposit would be refunded.

### **13. End of Hire:**

The hirer shall be responsible for leaving the premises and surrounding area in a clean and tidy condition, properly secured and any contents used replaced to their original location. It is the responsibility of the hirer to remove and dispose of all rubbish.

No responsibility can be taken for any personal belongings used or left in the Village Hall.

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