

## **COLLINGBOURNE DUCIS PARISH COUNCIL**

### **Conditions of use of Collingbourne Ducis Recreation Ground**

1. No organisation shall have exclusive use of the entire Recreation Ground, or of any part without the prior consent of the Parish Council.
2. Clubs and Organisations with a reasonable proportion of village residents may use the Ground on a regular basis and shall enter into a User Agreement with Collingbourne Ducis Parish Council and adhere to these conditions of use. Any such Agreement will be subject to period review, by default annually.
3. Where Clubs and Organisations with User Agreements have a clash of events and agreement cannot be reached between respective parties, then Collingbourne Ducis Parish Council will act as adjudicator and their decision shall be final.
4. All bookings for use of any part of the Ground shall have due consideration for any existing User Agreements and Collingbourne Parish Council shall consult as appropriate before confirming bookings.
5. All applications to use the Recreation Ground shall be submitted to the Clerk to Collingbourne Ducis Parish Council. No booking will be firm until such time as the individual, Organisation or Club is notified by the Clerk that the application has been approved.
6. Organisations shall submit and keep up to date a fixture list extending 6 months into the future or covering the review period of their Agreement to the Clerk and give reasonable notification of any variation.
7. Hirers of the ground shall be responsible for the maintenance of good order and behaviour during their use of the Ground, including any setting up and clearing down period.
8. Any hirer of the Ground wishing to charge an entry fee must notify Collingbourne Ducis Parish Council at least one month in advance and indicate to the Clerk the part of Ground for which admission will be charged and the length of time for which the entry fee is payable.
9. Hirers shall ensure the Ground is maintained in good condition and the Collingbourne Ducis Parish Council reserves the right to demand a security deposit to this end. Hirers shall repay to the Collingbourne Ducis Parish Council on demand the cost of reinstating or repairing any damage which may have been caused during the period of use. The amount of the cost shall be certified by the Clerk to Collingbourne Ducis Parish Council, whose certificate shall be conclusive.
10. The Collingbourne Ducis Parish Council shall be indemnified against all liability for injury to persons or damage to property arising from the hire and hirers shall arrange and be responsible for their own insurance in respect of the same.
11. Hirers shall pay any relevant booking fee and required security deposit in advance to the Clerk and shall at the same time also provide evidence of indemnifying insurance and contact details of a responsible person to be contacted by the Collingbourne Ducis Parish Council.