

# Bullionfield Recreation Club

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## Conditions of Hire For Bullionfield Hall

These conditions apply to all hirers of the Bullionfield Recreation Club premises and form an important part of your hire agreement. The purposes of the conditions are to ensure that other users find the Hall in good condition, that our neighbours are not unduly disturbed by noise or traffic, and that the terms of the Hall's Public Entertainments Licence are complied with.

Last updated: 10/02/2020

### General conditions

1. The person signing the Hire form is agreeing to be responsible for adherence to the conditions. The Hirer must be present and in charge at all times during the hire period.
2. The terms of our Public Entertainment Licence form a part of these conditions. They are displayed separately. The Hirer is acting as the "nominated organizer" for the duration of the hire period and must not be a person to whom the Perth and Kinross Council Licensing Committee would refuse a licence for a similar purpose.
3. All functions attended by under-18s must have at least 4 responsible adults aged 18 or over. No alcohol is permitted at such functions. The Hall doors will remain closed at all times during the Hire period and under-18s must remain inside the Hall at all times.
4. Please make an effort to keep the number of vehicles attending your event to a minimum and to prevent inconsiderate or illegal parking. Please encourage people to lift share or to travel by foot, bike, or bus. Do not allow anyone to park on the pavements or to block driveways. This condition has been added because traffic and parking caused by Hall users is becoming a cause of concern to our neighbours.
5. The level of noise must be controlled at all times as it affects nearby residents.
6. The facilities that you use must be left in the same condition as you find them. The floors must be swept and where necessary mopped (brushes and mops are in the cupboard at the back of the Hall). Any damage must be paid for or repaired to the Committee's satisfaction. This also applies to the area immediately around the Hall.
7. The building must be vacated at the time stated on your agreement. For Saturday night bookings, the cleaning may sometimes be left over until Sunday but must then be completed by 1pm. Please discuss this option with the Hall Convenor when making your booking.
8. Any music must be finished by 10.45pm.
9. You must ensure that all lights are switched off and the toilets and taps checked before you vacate the premises.
10. In the Main Hall, tables and chairs should be stacked safely. Please do not drag them across the floor.
11. All rubbish must be put in the outside bin. Please use the blue-lidded bin for plastic bottles. Glass bottles should be put in the allocated bin for recycling.

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12. If you have a complaint about your hire or the premises, the bookings secretary may be contacted at [bookings@bullionfieldhall.org.uk](mailto:bookings@bullionfieldhall.org.uk).
13. If you receive any complaints from the public about your use of the Hall, please deal with them diplomatically and inform the bookings secretary.
14. If any accidents occur, record them in the Hall's accident book.
15. If any child protection issues arise, please report them to the secretary at [secretary@bullionfieldhall.org.uk](mailto:secretary@bullionfieldhall.org.uk). (This condition is replaced for Groups and Clubs by a more stringent condition below.)
16. Bullionfield Recreation Club will not be responsible for any injury to any person while on the premises. Where appropriate you should consider obtaining suitable insurance.
17. In exceptional circumstances, the Hall Committee reserves the right to withdraw from your agreement offer. If this should happen, any money paid to the Hall for the hire will be refunded, but there will be no further liability.

## **Additional Conditions for Groups and Clubs**

These additional conditions apply to Groups and Clubs that have their own membership and/or charge a fee.

1. If your group includes people under the age of 18 years, you must have a child protection policy in place. The policy should be one that would be acceptable to Perth and Kinross Education and Children's Services.
2. You are recommended to obtain written parental consent for any under 18s who take part in your activities.