



STARCROSS PAVILION CONDITIONS OF HIRE

Please ensure the following:

Premises, including the kitchen, to be used correctly and left clean, tidy and fully secured with all lights switched off and contents returned to correct locations. Waste must be removed and properly disposed of.

Insurance cover for your activities is in place, consult with Parish Clerk (see below).

The premises are only to be used for the booked period of time and for purposes described in the hire agreement.

Temporary events notices are applied for and council is notified of the application.

Risk assessments relating to activities are carried out and first aid arrangements are made.

That those attending your event park responsibly and do not obstruct the public highway, the car park or access of.

Please don't

Obstruct doors and passageways or lock doors whilst the premises are in use, **under no circumstances** are the external shutters to be lowered when the premises are occupied.

Use drawing pins, Blue Tak or Sellotape on the walls and/or doors.

Allow smoking / vaping or bring pets into the premises.

Carry out any unlawful or dangerous activity or allow excess noise to cause disturbance to adjacent properties.

Please note:

Hirers will be entirely responsible for the premises it's contents and those using the premises during the period of hire, hirers are responsible for cost of repairs through damage or extra cleaning.

The Parish council reserves the right to cancel and will refund the hire charge but will not be responsible for other losses resulting from cancellation.

Hirers will be responsible for 50% of hire charge if cancellation is within 48hrs of booked time, failure to notify will result in no refund unless the circumstances are beyond the hirer's control. Such cases will be considered on a case by case basis.

Any electrical equipment brought to the premises by the hirer, or those booked by the hirer, must be in safe and good working order or show proof of a PAT test.

**Please notify any breakages or faults to:-
Suzanna Hughes, Clerk to the Council, 16 Westwood Cleave, Ogwell, Newton Abbot, TQ12 6YE
Email: clerk@starcrossparishcouncil.gov.uk**

The hire of the Pavilion Hall is entirely at the discretion of Starcross Parish Council.