

Stratfield Mortimer Parish Council
Terms and Conditions relating to the hire of The Fairground

Prospective hirers are referred to the Council's Fairground Use Policy (available on the Council's website) which applies to all hires of The Fairground.

Requirement for Hire - prospective hirers should note that the grant of permission depends on **all of** the following requirements being fully met:

- 1 Stratfield Mortimer Parish Council (SMPC) reserve the right to refuse any application to hire the Fairground if in their opinion, such use would be in breach of current laws on health and safety legislation, equal opportunities, racism, gender orientation or would otherwise infringe on other laws or accepted good practice.
- 2 All applicants must complete and submit the SMPC booking application form together with a certificate showing that the organisation concerned has a minimum of £5 million public liability insurance. These must be submitted to the Parish Clerk together with the appropriate fee for approval at least 14 days before the date of the proposed event. Failure to submit these documents and fee within this timescale will render the application null and void.
- 3 Hires which are cancelled within 14 days prior to the event will be subject to their fee being non-refundable.
- 4 Hirers are responsible for obtaining any necessary licences required for the consumption and/or sale of alcohol, performance rights, playing of music or any other matters requiring a statutory licence. Failure to submit the necessary documents at least 14 days before the date of the proposed event will render the application null and void.
- 5 **All events on the Fairground must cease by 23:00 at the latest.**
- 6 The Parish Clerk, in conjunction with the Chairman of SMPC's Fairground and Cemetery Committee if required (or in their absence the Council Chairman/Vice-Chairman), will determine the location of any events.
- 7 All hirers will be required to agree with SMPC the location of any vehicles, plant and/or equipment to be used prior to the event-taking place. The final decision on location and/or suitability for use will remain with SMPC.
- 8 All hirers will be required to sign an undertaking that they will reimburse SMPC for any costs which may be incurred in repairing any damage caused to SMPC property, including all surface areas.
- 9 The use of open fires barbecues or other cooking facilities **is not allowed** without the express written permission of SMPC.
- 10 The selling of live animals, or giving them away as prizes, is **banned** without the express written permission of SMPC.
- 11 Hirers are responsible for the removal of any litter, rubbish or other items left on The Fairground at the end of their event. SMPC will charge hirers for any additional costs incurred if this condition is not complied with.

- 12 SMPC reserve the right to cancel any event (even at short notice) if, in their opinion, the condition of The Fairground makes it unsuitable for use. In such cases the hire fee will be refunded. In the event of cancellation of any booking due to inclement weather or the ground being deemed unusable SMPC will not be liable for any financial penalty or expense the hirer may have incurred.

Hire Charges

These charges will apply to all hires and may only be varied by a formal resolution of SMPC.

All hire charges are reviewed annually by SMPC and any changes will be effective from 1 April of the year in question.