



## **Parish Clerk;**

King George V Playing Fields Pavilion  
Front Street, Framwellgate Moor, Durham, DH1 5BL

**T: 07572 004256**

**E:framwellgatemoorparishcouncil@yahoo.co.uk**

### **Outside Games Areas Hire**

Our football field and Bowling Green are available for hire on a season long basis or for one off events. The MUGA and Tennis Court are free to use on a casual basis if available but can also be reserved for hire at specific times by Clubs, Societies and individuals.

If you would like to organise a season long hire, a one-off event or regular training sessions on the FOOTBALL FIELD, MUGA, TENNIS COURT or BOWLING GREEN please complete the Booking Form in conjunction with the Standard Conditions of Hire and return to the Parish Clerk.



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### **Outside Games Areas Hire**

**Date:**

**Name of Hirer:**

**Organisation:**

**Address of Hirer:**

**Contact Telephone number:**

**Email Address:**

**Commercial Use?**

**YES**

**NO**

**Public / Private Event?**

**PUBLIC**

**PRIVATE**

**Date of Event:**

**Period of Hire:**

**Area Required:** FOOTBALL FIELD MUGA TENNIS COURT BOWLING GREEN

**Reason for Hire:**

**Insurance Supplied:**

**YES**

**NO**

This booking is subject to the Standard Conditions of Hire which are attached to this form. It is important that you read and understand the conditions that will apply to this booking before signing. If there are any terms you do not understand then please discuss it with the Parish Clerk.



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**Only sign this form if you wish to be bound by the terms and conditions**

I confirm that I;

- (a) accept the above booking;
- (b) have read and accept the Standard Conditions of Hire attached to this Booking Form;
- (c) am aged 18 years or over

**if the hirer is an organisation / company / club or similar,**

- (d) am duly authorised to sign on its behalf

**Signature of Hirer:**

**Signature of Clerk when booking confirmed:**



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### STANDARD CONDITIONS OF HIRE

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

1. The **FOOTBALL FIELD** shall mean the pitch at the King George V Playing Fields, Front Street, Framwellgate Moor and the changing facilities in the Pavilion Building
2. The **MUGA** shall mean **the Multi-Use games area at** the King George V Playing Fields
3. The **TENNIS COURT** shall mean that court located at the King George V Playing Fields
4. The **BOWLING GREEN** shall mean that at the King George V Playing Fields

If THE HIRER is in any doubt as to the meaning of any of the following, please contact the Parish Clerk.

#### 1 ACCESS TO CENTRE

The car park at The King George V Playing Fields Front Street, Framwellgate Moor is open to the Public.

The hirer is limited to the single area 1,2,3 or 4 that has been hired. There are changing facilities and a separate "Club Room / Lounge and Kitchen area in the Pavilion Building that can be hired by separate arrangement at additional charge. Access to keys to the Pavilion lounge and/or Changing Rooms is to be arranged through the Parish Clerk.

#### 2 SUPERVISION

THE HIRER will, during the period of the hiring, be responsible for supervision of the facility hired including proper supervision of car parking arrangements so as to avoid obstruction for emergency vehicles. There should be a responsible adult in charge at all times with persons under the age of 16. As directed by the Parish Clerk, the hirer shall make good or pay for all damage (including accidental damage) to the playing areas plus changing rooms and other areas of the Pavilion including the fixtures, fittings or contents and for loss of contents.



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### **3 USE OF PLAYING FACILITIES**

THE HIRER shall not use the facilities for any purpose other than that described in the booking form and shall not sub-hire or use the facilities or allow the facilities to be used for any unlawful purpose or in any unlawful way, nor do anything or bring onto the Playing areas or into the Pavilion Building anything which may endanger the same or render invalid any insurance policies in respect thereof.

Framwellgate Moor Parish Council accepts no responsibility for damage or theft of property brought onto the Playing areas, into the Pavilion Building or into the car park. All equipment brought onto the Playing areas must be taken away at the end of the period of hire.

Framwellgate Moor Parish Council shall not be liable to THE HIRER for any loss, damage or injury whatsoever in the event of the Playing areas or Pavilion Building or any part thereof, being used for any purpose other than that for which it was hired.

### **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 OUTBREAKS OF FIRE**

The Fire Brigade shall be called to any outbreak of fire, however slight, and details thereof shall be given to the Clerk of Framwellgate Moor Parish Council.

**Telephone 999 immediately and ask for the Fire and Rescue Service.**

**State the full address;**

***Front Street, Framwellgate Moor, Durham DH1 5BL***

**Please note there is no pay phone on the premises.** So If available a mobile phone will be the quickest method otherwise use the public telephone box next to the "Marquis of Granby" Public House next door to the Community Centre

### **6 INDEMNITY**

THE HIRER shall be responsible for making arrangements to insure against any third party claims which may lie against him/her [or the organisation if acting as a representative] whilst



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using the Playing areas and Pavilion. The Parish Council is insured against any claims arising out of its own negligence.

THE HIRER shall note that there is no facility at the King George V Playing Fields to store equipment.

### **7 ACCIDENTS AND DANGEROUS OCCURENCES.**

THE HIRER must report all accidents involving injury to the public or members or staff of the Parish Council to the Parish Clerk as soon as possible and complete the relevant section in the Parish Council Accident Book. Any failure of equipment brought in by the Hirer must also be reported as soon as possible. Certain types of accident or injury must be reported on a special form to the Local Authority. This is in accordance with the Health & Safety Executive regulations "Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995" (**RIDDOR**)

THE HIRER is responsible for providing FIRST AID cover and equipment.

### **7 EXPLOSIVES AND FLAMMABLE SUBSTANCES**

The hirer shall ensure that:

(a) Highly flammable substances are not brought to, or used on any part of the Playing areas or Pavilion

### **8 COMPLIANCE WITH THE CHILDREN AND VULNERABLE ADULTS POLICY**

THE HIRER shall ensure that any activities for children or vulnerable adults comply with the provisions of the Parish Council Children & Vulnerable Adults Policy (available from the website or from the Parish Clerk) to ensure that only fit and proper persons have access to the children and/or vulnerable adults

### **9 PAYMENT**

Payment for the use of the Playing Field must be made in advance.

### **10 CANCELLATION**

If the Hirer wishes to cancel the booking before the date of the event and Framwellgate Parish Council is unable to conclude a replacement booking, the question of the payment or the repayment of the fee shall be at the discretion of the Parish Council. Framwellgate Moor



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Parish Council reserves the right to cancel this hiring by written notice to the Hirer in the event of:

1. (a) the premises becoming unfit for the use intended by the Hirer
2. (b) an emergency requiring use of the premises as a shelter for the victims of flooding, snowstorm, fire, explosion or those at risk of these or similar disasters.

In any such case the Hirer shall be entitled to a refund of any deposit already paid, but Framwellgate Moor Parish Council shall not be liable to the Hirer for any resulting direct or indirect loss or damages whatsoever.

### **11 REFUSAL OF BOOKING**

FRAMWELLGATE MOOR PARISH COUNCIL reserves the right to refuse a booking without notice or to cancel this hiring agreement at any time either before or during the term of the agreement upon giving 7 days notice in writing to The HIRER.

THE HIRER shall be entitled upon such notice to reimbursement of such monies as having been paid by the HIRER to the Parish Council but the Parish Council shall not be liable to make any further payments to the HIRER.

### **12 END OF HIRE**

THE HIRER shall be responsible for leaving the Playing area and the Pavilion, if used, in a clean and tidy condition.

### **13 PUBLIC LIABILITY INSURANCE**

The existing Public Liability section of the policy extends to include the legal liabilities of Framwellgate Moor Parish Council.