



MARTINS HILL RECREATION GROUND PITCH HIRE BOOKING FORM

TEAM DETAILS

Team name:

MANAGER:

Address:

Postcode:

Tel Home: Work:

Mobile: Email:

TREASURER:

Address:

Postcode:

Tel Home: Work:

Mobile: Email:

PITCH HIRE DETAILS

Saturday / Sunday (*delete as applicable*)

Date (DD/MM/YYYY):

Start Time: (AM/PM) End Time: (AM/PM)

INSURANCE DETAILS

Please provide proof of appropriate Public Liability Insurance for the full hire period. One form to be completed for each pitch hire. Completed forms must be returned to the Parish Office or emailed to the Parish Clerk clerk@burtonandwinktonparishcouncil.gov.uk with a fixture list, no later than two weeks before the beginning of the season. Once agreed a countersigned copy will be returned for your records. By signing this form you agree to abide by the terms and conditions of hire as listed overleaf.

Signed on behalf of the Team named above _____ Date _____
(Manager/Club Secretary)

Signed on behalf of Burton & Winkton Parish Council: _____ Date _____

MARTINS HILL RECREATION GROUND TERMS & CONDITIONS OF PITCH HIRE

1. Current Hirers will be offered first option on pitch hire as booked in the previous season providing all terms & conditions have been adhered to.
2. The season will run from the first weekend in September and ends the last weekend of March. The start and end of season dates, during which the pitches may be used, will be fixed by the Parish Council. Application for individual matches will be considered outside these dates but will not be permitted beyond the last weekend in April. A booking form must be completed for each team wishing to hire a pitch and will only be valid if signed by the Team Manager/Club secretary and Parish Clerk. The dates and times required must be entered on the form and it must be accompanied by a fixtures list. Acceptance of these will be confirmed by the return of the signed hire agreement booking form.
3. For pitch hire, each booking is accepted on the understanding that it is for one match only and within the allocated time of the booking.
4. Grass pitch is booked by the match; training sessions are booked by the hour.
5. Match booking will be for a maximum of three hours (which allows adequate time should the fixture be a cup game requiring extra time and/or penalties), including set up and taking down of equipment.
6. The Groundsman has the authority to cancel a match due to unsuitable pitch conditions or inclement weather and will make every effort to contact the Hirer who is responsible for contacting other attendees.
7. The Hirer will ensure that no users play on the pitch when the Groundsman has cancelled the game. This includes use for training.
8. No match or training is to take place without pre booking. All bookings restricted to Saturday mornings and Sunday mornings.
9. The pitch shall not be used for any purpose other than football/rugby and the Hirer shall not use the pitch or allow the pitch to be used for any other purpose or in away nor do anything that may endanger others.
10. No team may use the pitch without authorisation from the Parish Clerk.
11. Individual teams must obtain separate authorisation even when they are part of the same club.
12. The Hirer has no right to assign or sub-let the facilities. Any instance of an unauthorised subletting may, at the discretion of the Parish Clerk or nominated officer, result in the hiring agreement being forthwith terminated or suspended.
13. The hiring agreement does not convey any exclusive right for the continued use of the recreation ground.
14. Any application to use the pitches for one-off matches or charity matches must be made in writing to the Parish Council office. Applications will NOT be accepted at less than 48 hours' notice.
15. Payment is to be made at the beginning of the season unless alternative arrangements have been made with the Parish Clerk.
16. Payment is to be made via BACS: NatWest Sort Code: 522134 Account No: 25532529.
17. Each team must provide proof of adequate public liability insurance. A copy of the appropriate insurance schedules must be provided to the Parish Clerk prior to commencement of the first match of each season.
18. Teams are to provide their own first aid kits.
19. Teams providing their own match equipment are to ensure that they comply with current health & safety legislation.
20. Goal posts, nets and flags are to be put up/taken down immediately preceding/following each match and must be returned to the designated storage by the Hirer.
21. Any defect/fault found with the facilities/grounds provided are to be reported to the Parish Clerk as soon as practical.
22. The Hirer is responsible for and should endeavour to regulate the actions and behaviour of the opposing 'away' team and spectators, ensuring that all users conduct themselves in a proper and correct manner with due consideration to other users and the general public. The use of foul and abusive language will not be tolerated. Abusive and/or threatening behaviour, whether verbal or physical, towards players, attendants, referees, or other members of the public on site will not be tolerated for any reason and will result in immediate withdrawal of facilities by the Council for the individual and/or the team. The home team will ask visiting teams to follow the appropriate code of conduct before, during and after each match.
23. The Hirer will be held responsible and liable for any damage caused to any facility as a result of misuse or vandalism by their guests, team, or a visiting team, during their booking. This includes damage to the playing field caused by unauthorised use. Any breach of conduct will be reported to the Parish Clerk and appropriate authority by the Hirer.
24. The Hirer agrees to pay the Council, within 14 days of receipt of a written demand, compensation for any damage caused. The Parish Clerk will reasonably assess the amount of compensation. This will be the cost of repairing the damaged facilities. The decision of the Parish Clerk or nominated officer will be final.
25. The sale or supply of alcohol is not permitted within the recreation ground. Disorderly conduct is not allowed in the open spaces or changing facilities.
26. Any members of the home and away team or their supporters found urinating/defecating within the public open space, will result in the Hirer having the pitch and associated facilities withdrawn by the Parish Council.
27. Any players, officials or spectators who have been found to be engaging in racist, religious, sexual or homophobic abuse, harassment or intimidation may face disciplinary action by the appropriate authority and the Council will withdraw all bookings.
28. The Hirer shall not use the pitch in such a way as to cause any nuisance, damage, disturbance, annoyance, inconvenience or interference to any neighbouring or adjoining property. Ensuring that all users respect the privacy of residents living adjacent to the facility, and their right to the quiet enjoyment of their homes.
29. No charge can be made by the Hirer, or any other person(s) attending, watching, or taking part in any event: for admission, car parking, sale of programmes.
30. The sale of food & drink to spectators in the recreation ground or changing rooms is strictly prohibited.
31. No collections, games of chance, sweep stakes or lotteries nor any betting of any kind may be conducted at the recreation ground.
32. Litter is to be removed from the pitch after a match and taken away by the team representative. Teams failing to comply with this condition will be charged for cleaning or have the use of the facilities withdrawn.
33. No parking is allowed on the grass. Vehicles of any sort (including motorcycles) must not be parked or left on any area other than on officially designated parking areas. Players are encouraged to car share to reduce the number of vehicles using the car park. The Hirer should encourage players and spectators to use the car park, if not to park sensibly, not on pavements or verges and with due consideration for other road users, pedestrians and local residents.
34. The Parish Council gives no warranty that the pitch is legally or physically fit for any specific purpose.
35. The Parish Council reserves the right to terminate any agreement with the Hirer, including the right to use pitches and facilities, if the Hirer breaches any of these rules or defaults on the payment of any invoices due.
36. It is the Hirer's responsibility to ensure that all players and spectators associated with their team, and those of their opponents at each match, are advised of the applicable terms of conditions.
37. Collection and return of keys required to use the Facility. This can be made from the Parish Clerk at the beginning and end of each season (the Hirer may nominate someone to carry this out on their behalf). A deposit may also be required for each set of keys issued.
38. Any potential Hirer with an outstanding debt to the Council must clear that debt before they will be provided with any further pitch allocation.
39. These conditions cannot be changed verbally by a Council officer. Any changes must be confirmed in writing by the Parish Clerk.
40. Please be respectful of local residents and mindful of the adjacent play park.
41. It is the Hirer's responsibility to convey to all players before the match the relevant sporting body's code of conduct and uphold the code for the duration of the hire period. Any breach of conduct to be reported to the Parish Clerk and appropriate authority by the Hirer.