



## **Hall Prices and Conditions of Hire**

### **Hall Prices**

Full Day Hire - £60.00

Half Day Hire (4 hours morning or afternoon) - £30.00

Evening Hire (Includes afternoon to set up) - £60.00

Community Group Meeting (2 hours) - £15.00

Three-day hire for weddings - £180.00

If a Bar is required an additional charge will be incurred to cover bar staff.

Cleaning costs £10.00 per hour. (Due to Covid and having to ensure the hall is properly cleaned, hirers are no longer permitted to clean the hall themselves.)

A refundable deposit of £50.00 is required for all bookings.

There is no charge made for wakes where the deceased or immediate family are residents of Habberley.

### **Conditions of Hire**

1. In respect of fire safety, the maximum number of persons on the premises is 100. Hirers must NOT exceed the limit. (During Covid the Committee may reduce the capacity).
2. The Hirer is responsible for fire safety during the period of hire, they must familiarise themselves with the fire procedures (which are on noticeboards in the Village Hall):
  - a. In the event of a fire the procedure is to shout "FIRE" and evacuate the building.
  - b. Fire exits are the main entrance, double doors at the middle of the hall and there is an additional exit through the back door of the kitchen for individuals in the kitchen area. The Assembly Point is the car park at the Mytton Arms.
  - c. The care and welfare of children and vulnerable adults must be considered by the Hirer prior to the event, and a responsible adult allocated to support their evacuation in the event of a fire.

- d. Fires are only to be tackled if it is safe to do so and the individual is competent and confident to use the extinguishers. There are fire extinguishers in the Village Hall. A water extinguisher is located by the main entrance door and is to be used for paper, wood, textile & solid materials, it must not be used on liquid, electrical or metal fires. There are two powder extinguishers located in the kitchen and the bar, these are to be used for liquid and electrical fires, but are not to be used for metal fires.
  - e. Smoking is not permitted on the premises.
  - f. There are to be no naked flames on the premises without permission from the Committee.
  - g. All emergency exits are to be kept clear throughout the event.
3. The Committee might require the Hirer to provide Stewards to assist with evacuation and general safety.
4. No Marquees, tents or temporary structures are to be erected in the grounds without permission from the Committee. The Committee will only grant permission where they are satisfied that the structure meets current fire regulations and that appropriate insurance is held. The Committee may impose conditions or use.
5. No inflatables (e.g. bouncy castles) or other attractions are permitted unless prior permission is granted by the Committee. The Committee will only grant permission where they are satisfied the equipment meets current safety regulations and that appropriate insurance is held.
6. All bookings are to be accompanied by a £50.00 deposit. The deposit will be returned following the event provided there is no damage to fixtures and fittings or equipment. In the event of damage, the Committee reserve the right to determine the level of deposit to be retained. In the event of significant loss or damage the Committee will seek to recover damages from the Hirer.
7. The Hire Charge is payable in full 14 days prior to the event.
8. The Hall and all equipment is to be left in a tidy condition following any event.
9. If access to WiFi is required this must be indicated on the booking form. Hirers must agree to be bound by the following:
  - a) Not to use the WiFi for any of the following purposes:
    - a. Accessing or disseminating any unlawful, harassing, libellous, abusive, threatening, harmful, vulgar, obscene or otherwise objectionable material or otherwise breaching any laws;
    - b. Transmitting material that constitutes a criminal offence or encourages conduct that constitutes a criminal offence, results in civil liability or otherwise breaches any applicable laws, regulations or code of practice;
    - c. interfering with any other persons use or enjoyment of the WiFi service; or
    - d. making, transmitting or storing electronic copies of material protected by copyright without permission of the owner;
  - b) To keep any username, password, or any other information which forms part of the WiFi service security procedure confidential and not to disclose it to any third party.

- c) We have the right to suspend or terminate our WiFi service immediately in the event that there is any breach of any of the provisions of these Standard Conditions including without limitation:
    - a. if the hirer uses any equipment which is defective or illegal;
    - b. if the hirer causes any technical or other problems to our WiFi service;
    - c. if, in our opinion, the hirer is involved in fraudulent or unauthorised use of our WiFi service;
    - d. if the hirer resells access to our WiFi service; or
    - e. if the hirer uses our WiFi service in contravention of the terms of these conditions (clause 11).
  - d) Although we aim to offer the best WiFi service possible, we make no promise that the WiFi service will meet the hirer's requirements. We cannot guarantee that our WiFi service will be fault-free or accessible at all times.
    - a. Habberley Village Hall will not provide any IT equipment, the hirer must provide their own equipment.
    - b. It is the hirer's responsibility to ensure that any WiFi enabled device used by them is compatible with our WiFi service and is switched on. The availability and performance of our WiFi service is subject to all memory, storage and any other limitations on the hirer's device. Our WiFi service is only available to devices when it is within the operating range of the hall.
    - c. We are not responsible for data, messages, or pages that hirers may lose or that become misdirected because of the interruptions or performance issues with our WiFi service or wireless communications networks generally. We may impose usage, or service limits, suspend service, or block certain kinds of usage in our sole discretion, to protect other users of our WiFi service. Network speed is no indication of the speed at which any WiFi enabled device on our WiFi service sends or receives data. Actual network speed will vary based on configuration, compression and network congestion.
10. Privacy and Data Protection: We will collect and process hirer's personal data in order to process the booking. This information will be held securely in accordance with our Privacy Statement which is available on request.

The Committee reserve the right to refuse any booking.

