



CONNIBURROW COMMUNITY ASSOCIATION LTD

Working together for a better Community

Conditions of Hire – Playing Field & Football Pitches 2017/18

A STRICTLY NO-SMOKING/VAPING POLICY IS IN OPERATION ON THESE PREMISES

CCTV IN OPERATION ON THE PREMISES

CHARGING POLICY

FOOTBALL SEASON SEPT- APRIL (Grass pitch)	Pitch Hire Charges PER HOUR	Security/Dam age/Lateness Deposit	Changing Room Per session	Goalpost & Net hire Per Pair
ADULT				
Weekly Adult/Training (17-34 games – Weekends & Evenings) 11v11	£40	£200	£10.00	£10.00
CASUAL GAME – Adult/Training 11 v 11 (Weekends & Evenings)	£45	£75	£15.00	£10.00
JUNIORS – YOUTH FOOTBALL				
Juniors – Under 15/18 (weekly 17- 34 games/training) 11v11	£35	£200	£10.00	£10.00
CASUAL GAME Junior – Under 15/18 (per pitch - game/training) 11v11	£40	£75	£15.00	£10.00
9v9 (Junior) game/training (per pitch)	£35	£50	£10.00	£10.00
(9v9 (10 session block) game/training	£300 (30ph)	£100	£10.00	£10.00
7v7 (60 min per pitch - game/training)	£35.	£50	£10.00	£10.00
7v7 (10 session block) game/training	£300 (30ph)	£100	£10.00	£10.00
5-A-Side Pitch per game (60 minutes per pitch - game/training)	£30	£50	£10.00	£10.00
5-A-Side (10 session block) Game/training	£250 (£25ph)	£100	£10.00	£10.00
NURSERY				
Nursery Under 6 's – per booking (per pitch - game/training) (5 years and under)	£15	-	£10.00	
Additional Hours will be charged pro rata				

FIELD HIRE – SPORT TOURNAMENTS etc.	Per Hour	Per day	Security/ Damage/ Deposit	MK Registered Youth Groups U16	Security/ Damage/Lateness Deposit
Field only (9am-5pm - Day)	£30	£210	£200	£135	£100
With Changing Rooms & WC's	£35	£250	£200	£175	£100
With WC's only	£32	£230	£200	£150	£100
Trade Fayres (with WC's) 175+ people	£38	£295	£200	-	-
Commercial / Corporate /Large Organisations					
Field only (9am-5pm - Day)	£38	£375	£200		
With changing rooms & WC	£45	£450	£200		
With WC only	£42	£410	£200		



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1. In hiring this facility you agree to abide by this policy and you are required to comply with the requests/direction of the member of staff on duty, e.g. caretaker, etc. **Verbal or physical abuse of staff will not be tolerated**, this constitutes harassment and will be dealt with and reported to the police and will result in loss of your Security/Damage Deposit.
2. All Hirers will be invoiced following confirmation of the booking. Failure to pay hire charges will result in the booking being cancelled.
3. A refundable security/damage deposit is payable by all clients (refund subject to compliance to terms and conditions of hire).
4. For Block Bookings the hirer will be invoiced on a monthly/quarterly basis in advance. Failure to pay hire charges will result in the cancellation of the booking and of future bookings.
5. The hirer will indemnify the CCA against any loss, damage claim or expense howsoever arising, caused or occasioned during the hirer's use of the premises. It shall also be the responsibility of the hirer to effect adequate Public Liability Insurance to cover the risks arising out of the use of the facilities by the group/organisations and its or the hirer's invitees and visitors, and should be to a minimum of £5M.
6. The Caretaker will unlock as appropriate doors, gates, changing room/s at start time of the booking contract unless another arrangement is made prior to start of hire. The caretaker will lock up the facility at the end time stated on the hire contract, at which time the facility must be vacated by hirer/users.
7. The hirer shall not sublet or transfer this booking to any other person or organisation.
8. No betting, gaming or lotteries shall take place on the premises except that allowed by law and the hirer shall obtain any license or certificate required, prior to booking the premises for such use.
9. The hirer's shall ensure compliance with all the relevant legislation, orders and regulations, in particular, that relating to music, singing and dancing, and the sale and supply of liquor. **The CCA will require a copy of your liquor license prior to event.** All liquor licenses must be displayed at all times during such an event. Failure to do so will result in the event being cancelled.
10. GATES/FIRE EXITS - Exits must not be obstructed in any manner at all, within or without the Centre Building. The hirer must ensure that all the users present are aware of fire procedures, which are displayed in the building.
11. **Hirers must not cause annoyance or nuisance to local residents or adjoining occupiers by the playing of loud music. No parking in front of Emergency Vehicle Access. (Entrances, Car Parks, Pavements).**
12. With the exception of guide dogs, no animals will be allowed anywhere on the premises. All dog owners should be made aware that dog fouling is prohibited on its sports grounds and all owners must ensure that they clear up after their animals.
13. CCA has a policy of **NO SMOKING/VAPING** anywhere on its premises and this must be adhered to at all times.
14. All equipment hired can only be used on the premises and not be removed. Hirers must leave the premises clean and tidy and all equipment and furniture should be stored away or placed tidily as required. Users will be liable for a deposit for non-compliance of this clause and any other relevant clause. The hirer is liable for the costs of any additional cleaning should this be necessary, together with damage and breakage, which occurs during the hire period. **Refund of any deposit is at the discretion of CCA.**
15. Users must not leave their own belongings or equipment on the premises without the consent of CCA, and any items left in or outside the premises with the CCA's approval, **are left at the owners risk.** Any belongings left on the premises without prior agreement from CCA will be treated as abandoned and may be disposed of. Users must not use unallocated storage space nor overflow allocated space.
16. **For gatherings i.e. Festivals, Fairs etc., of over one hundred people.** The hirer must make its own Portaloo (WC) arrangements.
17. Approval for the use of CCA premises by political parties shall be determined by the nature of the occasion. Public meetings such as rallies will not be permitted.
18. The premises shall be used for community/leisure purposes only and shall not be used as the hirer's postal address.
19. No alterations or additions shall be made to the premises without the written consent of CCA and any such work shall be completed at the hirer's cost and to the freeholder's satisfaction.
20. **No advertising or publicity material will be displayed inside or outside the building/premises without the prior approval of CCA.**
21. CCA reserves the right to close the premises at any time for emergency or periodic maintenance.
22. Barbecues must not be used on the premises without prior consent of CCA.
23. Additional requirements other than pitch hire and changing facilities must be made in writing at least 14 days before the date of the proposed hire. Any reinstatement works required following an event shall be completed at the hirer's cost and to CCA's satisfaction.
24. Hirer's must remove all litter/debris
25. from the Playing Field and or building at the end of booking period, including Portaloo's, etc.
26. Cancellation of a seasonal or block booking must be made in writing at least 14 days prior to the start of the season. Match cancellations made part way through the season will be charged according to how many booked dates have passed up until the cancellation date.
27. Cancelled games, when the pitch is declared unfit, will be accommodated where possible, during or at the end of the season through an extension period. If a pitch is declared unfit then play is prohibited.
28. Cancellation of casual bookings must be made at least 14 working days before the date of hire or a refund will not be given.
29. Cancellation of booking costs/fees will be refunded only in the case of very extreme adverse weather conditions).
30. The hirer will be notified at the earliest opportunity should the pitch be declared unfit by CCA. All teams should provide CCA booking officer with at least one contact telephone No. for the team.
31. Users must not tamper or move any of the fixed apparatus on the field or building e.g. goal posts, etc.
32. Any team playing on pitches declared unfit or without permission will be liable for the costs of pitch reinstatement and may have any future bookings cancelled at CCA's discretion.
33. **Vehicles must not be parked on the playing field at any time and parking anywhere on the premises is at the owners own risk.**
34. CCA reserves the right to cancel the hiring if the hirer breaks any of the above conditions.
35. CCA reserves the right to cancel any booking at its discretion and to change or amend the terms and conditions of hire at any time without prior notice, **WITHOLD ALL OR PART OF ANY DEPOSITS AND OR PAYMENTS FOR NON COMPLIANCE OF ANY OF THE ABOVE CONDITIONS.**
36. CCA Cancellations & Amendments Policy – the appropriate cancellation charge will apply.