

CAERPHILLY COUNTY BOROUGH COUNCIL
OUTDOOR FACILITIES SUMMER SEASON
TERMS AND CONDITIONS OF HIRE FOR CRICKET

(To be kept for your reference)

- Application:** Advance application for the hire of any outside facility must be made in writing on the official:- Outdoor Facilities Terms And Conditions Agreement form enclosed for Hire of Cricket grounds in the **2010** Season from this office, such applications will include details of the proposed use of the facility by the hirers along with a fixture list of **All** games to be played as required by the Council.
- Availability of venues:** The wickets will be available for league fixtures from:
Cricket. 1st May until 29th. August. ALL fixtures must be played by the end of this period and there will be no exceptions to these dates.
- Booking a fixture:** All fixtures / training sessions must be authorised by the Council through this office Under **No** circumstances, will the Hirer approach the Park Ranger direct for use of the facilities.
NB: Any clubs breaking this condition will be suspended from using Council facilities.
- Insurance:** Copies of the Hirers Public Liabilities Insurance (if you have them) along with the Councils signed disclaimer form are enclosed, to be forwarded to this office before the start of the season.
- Security of valuables during fixtures.** The pavilion is **not** always manned (Park Ranger may be out in the grounds litter picking. It is the home clubs responsibility to ensure that the team's valuables are safe and securer, Clubs are advised to nominates / appoint a member of the team to collect the valuables and then lock them in the boot of their car (or another safe place). The home side should also advise their opponents to do the same.
- Bar Licence:** Current copies of your Public Bar Licence and name, address and telephone number of the Licensee (where applicable).
All clubs must send in a current copy of their Public Bar Licence that will be kept on file.
- No Smoking:** Smoking inside or in the immediate vicinity of any buildings or premises hired under this Agreement by any player, official or spectator is not permitted. **It is the responsibility of the hirer to enforce this provision if the Park Ranger or Pavilion Attendant is not available to do so.**
- Payments:** (1) Payment must be received in this office by prior to use of the facilities under this Agreement. Payment can be made by cash at this office or by post with a cheque made payable to CCBC (with **Outdoor Facilities** written on the back of it)
- Cancellation:** (1) By Hirer: On giving the Council 24 hours notice prior to the date of the fixture then the Hirer will not be charged for the cost of the hire. If the Hirer fails to give the Council 24 hours prior notice the Hirer will be charged for the cost of the ground.
(2) By the Council: The Council reserve the right to cancel any fixture the subject of this Agreement should the facility be required to be used for a special event.
As much notice as possible will be given to Clubs in such cases. The Council shall not be liable for any loss arising out of such cancellation.
(3) When games are cancelled due to "inclement weather" and the game have not started the fee will be credited to your account. But you must notify this office the next day (Monday if its a Saturday).
- Charges:** Charges are set by The Council on April 1st of each year.
Charges include the use of :
a. 2 Sets of Changing Rooms / Showers. (where available).
b. Tea Room. (where available).
b. Playing Surface.

continued.....

- Use of the pavilion:**
- (1) The Hirer shall use the hired facility for the purposes of the playing of the game of cricket and training where agreed with the Council and for no other purpose whatsoever.
 - (2) Access to changing rooms to be used in connection with the fixture will be made available to the Hirer by the Council between the hours of **1p.m. till 8p.m.** On evening when match games are being played, the times will be extended to 9:30pm **but no later.**
 - (3) Clubs who supply and use their own electrical appliances whether left on site or not must be **P.A.T. tested, labelled, serviced and registered annually by a qualified person. All such costs associated with this be at the sole expense of the Hirer. The Council will not be liable for any loss or damage which may result by the use of such appliances.**
 - (4) Any person preparing food at the facility or undertaking this task on behalf of the Hirer should have attended and obtained a Food & Hygiene certificate. The Hirer must clean the kitchen surfaces areas before and after use, regardless of the condition which they find them before they start preparing food.
 - (5) **The Council do not endorse or encourage the use of their pavilions / changing rooms for preparing foodstuffs.** It is the club responsibility to remove any refuse / waste generated by them from their afternoon or evening's teas to discourage vermin. If you need guidance in Food & Hygiene matters or wish the Council to remove refuse / waste please ring : **Environmental Services at the Civic Centre Blackwood on 01495 226622.**

Security of valuables during fixtures. It is the home clubs responsibility to ensure that the team's valuables are safe and securer and nominates / appoint a member of the team to collect the valuables and then lock them in the boot of their car (or another safe place) they should also advise their opponents to do the same.

- Equipment Storage:**
- (1) The Hirer shall only store equipment used in connection with the hire of any facility at the hired facility with the **prior** consent from this office. The Council will not be responsible for any damage that may occur to the equipment if consent is given the equipment must be insured by the Club separately against damage, loss, fire and theft.
 - (2) A Hirer who regularly using the same venue each season will have to seek permission from this office in writing **annually** to carry on storing equipment used in connection with the hire with a copy of the inventory list of the equipment stored in the building.
 - (3) If any unauthorised storage of equipment in pavilions is reported to this office the Hirer will be given 5 days written notice to remove the equipment. Failure to do so will result in the equipment being removed by the Council. Any costs incurred by the Council arising out of the removal and/or storage of such unauthorised equipment will be a cost to the Hirer and shall be recoverable by the Council from the Hirer. Where such costs are incurred payment in full will be required to be made by the Hirer and the Council reserves the right to hold the equipment pending payment being made.
 - (4) No team kits or boots etc. are to be cleaned in the premises or any part thereof. Failure to comply with this provision may result in this Agreement being terminated. It is the responsibility of the Hirer to advise its players, members and away teams.

Use of ground: (1) The Hirer is responsible for ensuring that **all** access to and from the ground are kept clear of motor vehicles belonging to team members and spectators at all times. Failure to do so **may** result in the facility being withdrawn by this office.

Use of ground: continued.....

(2) No motor vehicles shall be parked on or driven across any hired facility. Any damage incurred by the Council to the hired facility as a result of any motor vehicle being parked on or driven across the grounds or pitch the cost of such damage or reinstatement shall be the responsibility of the Hirer and recoverable by the Council from the Hirer.

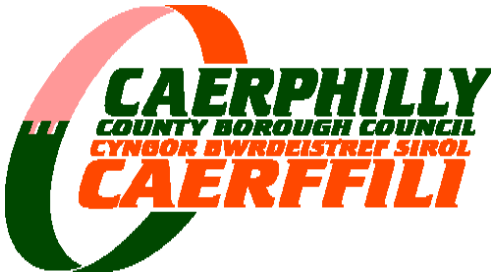
(3) The Council shall decide whether a pre-arranged game shall be called off on the grounds of inclement weather. In this regard the Council's decision shall be final. If the Hirer uses a facility following the Council's cancellation on the grounds of inclement weather and as a result damage is caused to the playing surface the Hirer will be liable for **all** costs incurred by the Council in reinstating the facility to a playable condition. The Council shall have the right in such circumstances to terminate this Agreement or take such further action as it considers fit with immediate effect.

(4) The Club shall indemnify the Council in respect of any damage caused and any actions proceedings costs claims or expenses to persons or property arising out of or from the hire and the Council may in its absolute discretion require the Club to arrange insurance cover in respect thereof and produce to the Council evidence of adequate insurance cover.

(5) The Council by themselves their servants, agents or insurers accept no responsibility for any injury, loss or damage to persons or property however caused arising out of or from the hire of any outdoor facility.

While every effort is made to ensure all venue and fixture requirements are met, if for any reason clashes arise and cannot be resolved by way of negotiation then the Council reserves the right to make such determination as it deems necessary.

Please sign and return your facilities TERMS AND CONDITIONS agreement of hire form below to this office to register your club for allocation of playing venue.



OUTDOOR FACILITIES TERMS AND CONDITIONS AGREEMENT OF HIRE

FOR SPORTING CLUBS FOR SUMMER SEASON

I confirm that I have read and understood **all** of the above “TERMS and CONDITIONS” along with the “IMPORTANT NOTES” and OUTDOOR FACILITIES DISCLAIMER accept them as

Conditions of Hiring playing fields and facilities from

CAERPHILLY COUNTY BOROUGH COUNCIL for sporting fixtures for the coming season.

CLUBS / TEAMS WHO DO NOT RETURN THIS FORM SIGNED AND DATED WILL HAVE THEIR APPLICATION REJECTED NO EXCEPTIONS!

Name of Club:.....

Your Name :

Please print

Address.....

.....

Signed :

Dated: / /

Contact telephone number for:-

Club Chairman Name.....Tel No.....

Club Sec. Name.....Tel No.....

Have you enclosed?

- 1. Copies of your Public Liabilities Insurance (where applicable).
- 2. Copies of any Food and Hygiene Certificates.
- 2. Copies of your Public Bar Licence and name and address of the Licensee (where applicable).
- 3. The Councils signed Disclaimer Form.

Please keep pages 1 to 3 of the Terms and Conditions for your reference and return pages 4 and 5 signed to: -

**Mr. Keith Perkins,
Outdoor Facilities Manager,
Caerphilly County Borough Council,
Ty Pontllanfraith,
Blackwood
NP12 2YW.**

Telephone No. 01495 235458 / 235459.

Email perkik@caerphilly.gov.uk



PARK SERVICES

OUTDOOR FACILITIES DISCLAIMER

Caerphilly County Borough Council does not accept any responsibility for Loss, Theft or Damage to property or Injury to Persons whilst using our facilities. Any people using these facilities do so at their Own Risk. Any hazards or broken equipment, which may be identified, should be immediately reported to the Outdoor Facilities Manager.

Name of Club :-

Venue used :-

I fully accept the above statement:

Signed:
(Authorised signatory for and on behalf of Club/Organisation)

Name:
(Please print)

Title:

Date:

Contact Phone No

Home

Mobile