

## GOOSTREY VILLAGE HALL - HIRE CHARGES EFFECTIVE FROM 1st APRIL 2019

1. Any person (over 18 years of age) or organisation may hire Goostrey Village Hall and its facilities subject to the approval of the Management Committee, with or without Caretaker Services for setting up and/or cleaning. In each case the following rules will apply.
2. All charges will be made at the rate in force on the day of the function.
3. Hire Charges per hour:

Room	8am-7pm		After 7pm	
	Parish	Non Parish	Parish	Non Parish
Hall & stage	£8.00	£12.50	£11.50	£17.50
Lounge & Bar Servery	£7.00	£9.00	£9.00	£12.50
Committee Room	£6.00	£7.50	£6.00	£7.50
Lounge Kitchen – Tea making or Full use when hired with the Hall or Lounge	FREE	FREE	FREE	FREE
School Kitchen - Cooking facilities	£50.00*	£75.00*	£50.00*	£75.00*
Stage Extension	POA	POA	POA	POA
Performing Rights Charges	Chargeable for all bookings where music is performed or played (Rates as stated in the Performing Rights Tariff)			

**\*Single payment**

**N.B. Charging is to the next half hour (eg 2.25 hrs will be charged at 2.5 hours). Bookings that over-run by more than a quarter of an hour may be liable to a charge for an additional full hour.**

4. All bookings which commence before 8am or finish after midnight will be subject to a surcharge of £10 per hour or part thereof for unsocial hours. Bookings finishing after 1.00am will only be accepted at the discretion of the Management Committee.
5. Hirers who require the facilities set out and/or cleaned can hire Caretaker Services (by prior arrangement through the Booking Clerk).
  - Basic Caretaker Services (putting chairs/tables out and clearing away, sweeping floor) – For the Hall: £17.50 including VAT @ 20% - For the Lounge: £5.00 including VAT @ 20%. Hall & Lounge £21.50 inc VAT @ 20%.
  - Full Caretaking Services (as above, plus cleaning – compulsory for events such as parties/weddings and discos) - For the Hall: £23.00 inc. VAT @ 20% - For the Lounge: £10.00 including VAT @ 20%. Hall & Lounge £31.00 inc VAT @20%.
6. Hirers who do not book Caretaker Services for cleaning must leave the whole premises clean and tidy. Failure to comply with this rule will mean that charges for cleaning will be made at the appropriate rate which could include overtime surcharges.

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### SUMMARY OF BOOKING CONDITIONS

(See Booking Form for full Conditions of Hire)

1. All charges are subject to amendment and hirers must pay the charges (including those for Caretaker Services) at the rate in force on the date of the function giving rise to such charges.
2. The minimum hire period is TWO hours.
3. A premium of 100% is chargeable to all trade hirers. However, a discount of 10% on trade bookings is allowed on full payment to the Parish Clerk one week in advance.
4. Hirers will be charged for all breakages of crockery etc. and damage to the Village Hall structure and contents. Hirers are therefore strongly advised to take out appropriate insurance.
5. Alcoholic drinks may not be brought onto the premises without the prior permission of the Management Committee and a Temporary Event Licence must be obtained where alcohol is sold or if it is included in the ticket price applicable.
6. An official invoice will be raised against the hirer by Goostrey Parish Council for each function, in accordance with the above rates and conditions. All remittances should be paid within 30 days and directed to Goostrey Parish Council.