



# EAST GOSCOTE PARISH COUNCIL

## CONDITIONS OF HIRE – PAVILION AND ASSOCIATED FACILITIES

Effective: 2025/26 Season

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### 1. GENERAL TERMS OF HIRE

1.1 The Parish Council retains exclusive authority over the letting and maintenance of the pavilion and associated facilities. **Sub-letting is strictly prohibited.**

1.2 All organised events, including but not limited to sports days, fetes, and football matches, must receive prior written approval from the Parish Council.

1.3 All hire charges shall be determined by the Parish Council and are subject to periodic review.

1.4 A **£150 refundable deposit** is payable in advance. Refunds, whether full or partial, will be issued within 14 days of hire completion, subject to adherence to these conditions and the absence of damage.

1.5 Security keys shall be held exclusively by nominated football club keyholders. Keys are to be returned no later than 31<sup>st</sup> May. Loss or delayed return of keys will result in a **£50 deduction** from the deposit.

1.6 The Parish Council accepts no responsibility for the loss, theft, or damage of personal property on the premises.

1.7 Hirers must ensure that all facilities are left in a clean and tidy condition, and that all equipment is returned to its designated storage areas. Any damage or loss may result in additional charges.

1.8 Parking is restricted to the designated pavilion car park. **Parking on grassed areas is strictly prohibited** and may lead to the forfeiture of the deposit. All hirers must ensure that visitors park responsibly and with consideration for local residents. **Vehicles are not permitted on the playing fields** under any circumstances.

1.9 The Parish Council reserves the right to amend these terms and conditions at any time.

1.10 Any breach of these conditions may result in the immediate termination of the booking without refund.

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## 2. PAVILION USAGE CONDITIONS

2.1 A minimum of **48 hours' notice** must be provided to the Clerk for any use of the pavilion. All cancellations must also be notified promptly.

2.2 Hirers must indicate at the time of booking whether they intend to apply for an alcohol licence.

2.3 All activities must comply with the relevant laws, including the **Betting, Gaming and Lotteries Act**.

2.4 The pavilion must be vacated by:

- **11:30 PM on Saturdays**
- **10:30 PM on all other days**

2.5 In accordance with UK law, **smoking is strictly prohibited** within the pavilion.

2.6 All users must familiarise themselves with fire safety procedures and the location of fire extinguishers and the fire blanket. All fire safety equipment must be checked before departure.

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## 3. FOOTBALL FACILITIES

### 3.1 Booking and Seasonal Use

3.1.1 The football season runs from **1st September to 31st May**, unless otherwise agreed by the Parish Council. A seasonal booking covers **up to 15 home fixtures**. This includes friendlies, at the start or end of the season; mid-season friendlies are discouraged to preserve pitch quality.

3.1.2 Full payment of seasonal fees is due in August, and is **non-refundable**, except at the Council's absolute discretion. Key deposits may also be returned at the Council's discretion.

3.1.3 Bookings must be confirmed **by 12:00 PM on the preceding Thursday** (or at least three days in advance).

3.1.4 To qualify for resident rates, signed player registration forms must be submitted by **13th August 2025**.

3.1.5 The **junior pitch is restricted to players under the age of 15**. Junior matches shall be played on the right-hand side of the field; senior matches on the left-hand side of the driveway.

3.1.6 A maximum of **two teams per pitch** is permitted unless otherwise authorised by the Parish Council.

3.1.7 Pitches must be marked out by the football clubs themselves, and **any alterations to pitch lines or dimensions require Council approval.**

3.1.8 The playing field shall accommodate a maximum of **four pitches**: one senior, one junior, one small, and one mini pitch.

### **3.2 Match Day Responsibilities**

3.2.1 Football boots are not permitted inside the pavilion.

3.2.2 Keyholders are responsible for securing the pavilion during matches.

3.2.3 After matches, clubs must:

- Flush all toilets
- Switch off all lights, heaters, and taps
- Return goalposts to storage
- Sweep changing rooms and remove all equipment

3.2.4 Equipment and belongings must not be stored at the pavilion unless prior written permission is granted. For the 2025/26 season, one line marker per club may be stored.

3.2.5 Training sessions may be held on Saturday mornings for an additional fee of **£10 per week**. Requests to use the pavilion for training must be submitted by **13th August**.

3.2.6 Training must take place off-pitch where possible. **Use of pitches not booked is prohibited.**

### **3.3 Safety, Access, and Maintenance**

3.3.1 Managers must ensure proper use of site entrances and exits. The height restriction barrier is secured with a combination lock; the access code, which is updated annually, will be provided to all managers. **Climbing fences or hedges will result in the loss of the deposit.**

3.3.2 Driveway bollards must be safely stored during matches. All padlocks are uniform and the combination will be updated annually. Charges for replacements are as follows:

- **Lost padlocks:** £50
- **Lost or stolen bollards:** £250

3.3.3 A **£15 call-out charge** will apply if the caretaker is required to attend due to issues caused by the clubs.

3.3.4 Pitch safety is the responsibility of each team. Fields are used for general recreation and must be inspected prior to play.

3.3.5 The Council reserves the right to cancel matches due to poor pitch conditions. In such cases, clubs will be notified by **2:00 PM on Thursdays**, and no charge will be made.

### 3.3.6 Tournaments:

- Deposits must be paid at least 14 days prior
- Pitch plans must be submitted 14 days before the event
- Pitches will be marked by the Council contractor at the club's expense

3.3.7 Line-marking equipment and paint must not be cleaned within the pavilion. Any spills must be cleaned immediately. If paint is disposed of down any drains, those drains must be flushed through.

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## 4. DEPOSIT AND ENFORCEMENT

4.1 A **£150 deposit** applies to all football bookings. This will be returned at the end of the season, subject to full compliance with these terms and confirmation that no damage has occurred.

4.2 Breaches of any condition may result in:

- Financial penalties
- Forfeiture of deposit
- Temporary or permanent suspension from using facilities
- Additional charges for repairs or cleaning

4.3 A designated club representative must act as liaison with the Parish Council on all matters.

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## 5. ACKNOWLEDGEMENT

We, the undersigned, representing ..... **Football Club**, hereby agree to comply with the Conditions of Hire for the 2025/26 season. We acknowledge that any breach of these terms may result in the full or partial loss of our deposit and/or further penalties.

**Signed:** \_\_\_\_\_

*(On behalf of [Club Name] FC)*

**Date:** \_\_\_\_\_

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**L. Pizer, Clerk to the Council**

The Village Hall, Long Furrow, East Goscote, Leicestershire; Tel: 0116 2602202

**Approved by Full Council on 19th May 2025**