
Facility hire policy

REVIEW: JAN 2025

Grange Farm Centre Trust

Registered office:
181 High Street
Epping
Essex CM16 4BQ



Grange Farm Facility Hiring Policy

This policy lists out requirements set by the Company for the hiring of any Grange Farm facilities.

Regular Bookings.

- The Company may request a copy of the Hirer's end of year accounts. These should be supplied on an annual bases
- An up to date copy of the Hirer's Public liability insurance should be provided and stored on site. This should be supplied on an annual basis
- A Deposit will be held in the Company's account and refunded if the Hirer stops using the Facility. The Deposit should be one month's rent and will be refunded subject to any repairs to the Facility caused by the Hirer. (we may take a larger deposit if the Site Manager deems it necessary)
- Each Hirer will read and agree to the Company's terms and conditions of hire and will be notified of any updates.
- Each Hirer will have a nominated representative that will be in attendance at the majority of Hirer's Events and will be the point of contact for the Company. The details will be stored in the Company's office.
- Every representative of the Hirer will have a knowledge of the Company's Health and Safety policy and Fire Evacuation policy.

One-off Bookings

- The Hirer will fill in the Company's booking form and agree to the Terms and Condition of hire.
- Each booking will pay a minimum Deposit of £100, this will secure the date of the Event and will be refunded after the Event subject to approval by the Company (we may take a larger deposit if the Site Manager deems it necessary)
- Payment will be invoiced and payment should be received no later than two weeks before the Event.
- The Hirer will nominate a designated person who will be responsible for the Event and the details will be provided to the Company on the booking form.

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Grange Farm Lane (off High Rd.)
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Grange Farm
The Grange Farm Centre Trust
Registered charity Number 285162

Grange Farm Centre Trust

Registered office:
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1. Interpretations

In these Terms and Conditions, the following words shall have the meanings hereinafter in this clause respectively assigned to them.

'Agreement' means the official application form for the hire of accommodation.

'Company' means the Grange Farm Sports Centre Ltd or any authorised Operating Company, Committee or employee appointed by the Company to act on their behalf in connection with the letting of Venue and Facilities.

'Damage Deposit' means the deposit payable at the Company's prevailing Fees and Charges to cover any damage caused to the Facilities.

'Deposit' means the deposit used to secure the booking as specified in the Agreement.

'Event' means the event or function for which the Hirer is hiring the Venue.

'Facilities' means The Grange Farm Pavilion and land [] Grange Farm, [address].

'Hire fee' means the charges payable by the Hirer to the company for the hire of the Venue for the Hire Period.

'Hire Period' means the date or dates or period of time when the Hirer is entitled to use the accommodation under the terms of the Agreement, to include any period of time to set up and clear the Venue.

'Hirers' means the person, society, association, club, company, or other body entering into this Agreement for the use of the Venue in whole or part.

'Policies' shall mean all policies of the Company in force at the Facility at the time of the Event and which are available from the Site Manager

'Site Manager' means the Proper Officer for the time being of the Company or their authorised agent.

'Venue' means the part of and the Facility which is listed in the schedule of the Agreement between and the Company and the Hirer.

A reference to **writing** or **written** includes email.

2. Application to Hire a Venue

All applications to hire a Venue must be made on the Company's official booking form and delivered to the Site Manager for consideration. The Company reserves the right to refuse any application without stating their reason for doing so. The Company may choose only to accept an application upon such additional conditions being requested of the Hirer by the Company, through the Site Manager, as they shall deem

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necessary to impose. If the Company accepts the application, the person or persons signing the application form shall be deemed the Hirer as well as the society, association, club, company or other body on whose behalf the application may be made and as such, will be jointly and severally responsible to the Company for the payment of the Deposit and the Hire Fee, and for the strict observance of the conditions applicable to the hire of the Venue in whole or part. The precise purpose for which the Venue is required must be clearly stated upon the application form and the Hirer shall furnish the Company with full particulars of the Event. When such application has been accepted the Hirer will receive written notification to that effect.

This Agreement shall come into effect on the date of this Agreement, or the date that the Deposit has been paid to the Company in cleared funds by the Hirer, if later. Until that time, bookings for hire will be treated as provisional.

3. Scale of Charges

The Hire Fee for hiring the Venue in whole or part shall be in accordance with the current official 'Scale of Charges' (a printed copy of which can be obtained from the Company or Site Manager) or any amendment thereof, which shall be made by the Company. Charges are normally revised annually to take effect from 1 April. Where such revisions effect bookings which are made prior to the revised charges being known, the revised charges shall be communicated in writing to the Hirer who may within 14 days of such notification, withdraw his application.

3.1. Deposit

A minimum Deposit as set out in the Company' Fees and Charges will be payable for any hire. The Company reserves the right to request full payment in advance. Should the application not be granted for any reason, the Deposit paid by the Hirer will be returned immediately. If the application is granted, the balance of the sum due under the Agreement must be paid six weeks prior to the Hire Period. If the full amount is not received by this time then the booking will be deemed cancelled. Payment of the Hire Fee and Deposit must be made by electronic bank transfer. All payments must be via bank transfer. Only the Company's official receipt will be recognised as receipt of the Deposit.

3.2. Payments and Receipts

A Deposit as detailed at 3.1, in respect of the Venue, MUST accompany the completed booking form submitted to the Site Manager of the Company for their consideration.

For regular bookings an invoice will be raised at the end of each month for the usage of that month in arrears.

4. Licence and use of the Venue

The Company grants the Hirer a right for the Hire Period to enter and use the Venue for the Event in accordance with the terms of this Contract.

The Hirer acknowledges that:

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- (a) the Hirer shall have the right to enter and use the Venue as a licensee only and no relationship of a landlord and tenant is created between the Company and Hirer by this Agreement; and
- (b) the Company retains control, possession and management of the Venue and the Hirer has no right to exclude the Company from the Venue. The Company reserves the right to enter the Venue at all times during the Hire Period.

The Hirer agrees and undertakes

- (a) not to use the Venue other than for the Event;
- (b) not to do or permit to be done anything on the Venue which is illegal or which may be or become a nuisance (whether actionable or not), annoyance, inconvenience or disturbance to the Company or to any other customers of the Company, or any owner or occupier of neighbouring property;
- (c) to comply (and ensure that its staff and agents comply) with the terms of this Contract and any instructions or notices from the Company, and use reasonable efforts to ensure that any guests or other persons present at the Event so comply;
- (d) not to cause or permit to be caused any damage to the Venue or the Facility, including any furnishings, equipment or fixtures at the Venue;
- (e) not to smoke or permit smoking (including e-cigarettes) anywhere in the Venue or Facility;
- (f) not to fix any bolts, nails, tacks, screws, adhesives, tape or other such fixing devices to the walls or fabric of the Venue;
- (g) not to display any advertisement, signboards, flag, banner, placard, poster, signs or notices at the Venue without the prior written consent of the Company;
- (h) not to alter, move or interfere with any lighting, heating, power, cabling or other electrical fittings or appliances at the Venue, or install or use additional heating, power, cabling or other electronic fittings or appliances without the prior written consent of the Company;
- (i) [to use any equipment provided by the Company for its proper purpose and in accordance with any instructions provided by the Company regarding its use;]
- (j) to leave the Venue in a clean and tidy condition and to remove the Hirer's decorations, displays and any other Hirer equipment from the Venue at the end of the Hire Period;
- (k) to ensure that all guests leave the Venue by the end of the Hire Period;
- (l) not to bring or permit to be brought any animal onto the Venue without the prior written consent of the Company, with the exception of assistance dogs within the meaning of the Equality Act 2010;
- (m) to ensure that the guests behave in a responsible and safe manner at the Event, and the Company reserves the right to remove or request that the Hirer remove guests that do not do so from the Event and the Venue and Facility.

5. Cancellation of Hire – The Company

The Company reserves the right to cancel the hiring: (a) In the event of a breach or an anticipated breach of any condition of this Agreement including any supplementary special conditions imposed under Clause 2 hereof, or (b) if at any time prior to the Event Period it shall appear to the Company that the Hirer has made a material omission from or mis-statement in the application form; or (c) if at any time prior to the Event Period the programme or other detailed particulars referred to in Clauses 2 and 14 hereof have not been supplied or, if supplied, have not been approved by the Company; or (d) if any sum payable under Clause 3

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hereof is not paid by the Hirer by the date upon which it falls due. The Company may also cancel the Event in the following circumstances: (e) the Company themselves being desirous of using the Venue on the date upon which it has been let to the Hirer in connection with an occasion of national rejoicing or mourning or for the purpose which in the opinion of the Company is of national importance by giving to the Hirer such notice of cancellation as the Company, in all the circumstances, considers reasonable; and (f) the Venue being required on the date upon which it has been let to the Hirer for the purpose of a Parliamentary, County Council or District Council Election, Town Council Election by giving to the Hirer such notice of cancellation as the Company, in all the circumstances consider reasonable. Upon such cancellation under (a), (b), (c) and (d) the Hirer shall not be released from any of his obligations under the Agreement and such cancellation shall not affect any right or remedy to which. The Company shall be entitled to retain any monies paid by way of Deposit and to sue for any balance outstanding. Upon such cancellation under (e) or (f) the Company shall return to the Hirer any monies paid by way of deposit but shall not be under any liability to the Hirer for any loss or damage he may sustain arising out of such cancellation of the Event.

6. Cancellation of Hire – Hirer

The Hirer shall have the right by notice, in writing to the Company to terminate the Agreement at any time. Upon such termination the Hirer shall be liable to the Company as follows: (a) a 50% non-refundable booking fee shall be payable at the time of booking, (b) if the termination is made less than 30 days (excluding the date upon which notice is received by the Company, the Hirer shall be liable for the total Hire Fee plus any further costs incurred.

7. Purpose of Hire and Sub-letting

Without the previous written consent of the Company, the Venue shall not be used for any other purpose or in any other manner than that stated in the application booking form and the Hirer shall not, without the previous written consent of the Company sub-let or part with possession of the Venue or any part thereof to any other person or organisation.

8. Capacity

The Company will enter on the booking form the MAXIMUM numbers permitted to be accommodated for at an individual Event. The Hirer shall not permit the number of persons attending the Event to exceed the figure stated. Numbers in excess of those stated will lose their Deposit.

8.1. Seating

For functions at which the audience is seated, the Hire Fee includes the provision of seating arranged as per a plan agreed at the time of hire. Such seating shall not be moved or increased. Numbers in excess of those stated will lose their Deposit. After the Event it is the Hirer's responsibility to ensure the chairs and tables are stacked away safely in the storage rooms, unless agreed prior to the Event with the Site Manager.

9. Closing Hours

Before the end of the Hire Period the Hirer is required to make a public announcement drawing attention to the Venue being in a residential area and the need for all persons to leave quickly and quietly.

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When a bar is in operation it will close thirty minutes prior to the Hire Period. Any entertainment, music etc, can continue for fifteen minutes after the bar has closed and all drinks must be finished prior to the end of the Hire Period.

All persons to have left the Facility by the end of the Hire Period.

10. Conduct and Good Order

The Hirer shall ensure that no undesirable person is permitted to enter, remain or otherwise make use of the Venue and Facilities. The Company reserves the right through the Site Manager to require the Hirer to remove or cause to be removed any person from the Venue and Facilities without giving any reason for so doing. The Hirer shall be responsible for the maintenance of good order and ensure the observance of the Terms and Conditions applicable to the hire of the Venue. If in the opinion of the Site Manager the employment of additional staff over and above the normal quota for such a function, or of Police Officers or Security Guards, is deemed necessary to keep order, prior to, during or after the Event, such qualified persons shall be employed by the Hirer. The Company will be advised of such a decision, where possible, prior to the Event.

Any abuse, either verbal or physical of any staff will not be tolerated. If there is physical abuse of any of the staff the perpetrators will be prosecuted through the court.

The Hirer shall ensure that music provided at the Venue shall not cause a nuisance or annoyance to local residents and that any form of amplification shall be so controlled by the Hirer to prevent such noise.

The Hirer shall not do or permit to be done anything on the Venue which is illegal or which may become a nuisance (whether actionable or not) annoyance, inconvenience or disturbance to the supplier or to any other customers of the supplier, or any owner or occupier of neighbouring property.

11. Care of Furniture and Floors

Every care must be taken not to damage floors, walls, chairs and other furniture and fittings at the Venue or Facility. Goods or materials must not be dragged over the floor of the Venue or allowed to neither drop thereon, nor must water or other liquids be spilled on any part of the floor. The Hirer will clear up immediately any spillage of any kind. No person shall walk or dance on the Venue floor wearing boots or shoes (eg. stilettos) liable to cause damage to the floor. Chairs, tables, furniture and equipment, whether already at the Venue or brought onto the V by the Hirer, shall not be used or placed otherwise than as may be approved by the Site Manager, and in particular nothing shall be placed in gangways, corridors, vestibules, entrances or exists which may cause an obstruction. No open fires, petrol or spirit stoves, naked flames, machinery or any dangerous or inflammable items shall be brought into or used in any part of the Facility. Any damage must be reported to a member of staff or catering team.

11. Condition of the Venue

11.1. Damage Deposit

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The Damage Deposit is payable prior to the Event. This sum shall be repaid in full after the Event if no damage has been caused to the Venue or the Facilities and all other conditions have been complied with. Should the amount of the Damage Deposit be insufficient to meet the assessment of any damage, the excess shall be recoverable as a civil debt from the person making the deposit.

11.2. Excessive Litter Charge

If, in the opinion of the Site Manager, the use of the Venue shall cause an excessive amount of litter/waste, the Hirer shall pay an extra cost involved in its removal.

11.3. Damage Deposit Refund

The Hirer shall leave the Venue and Facilities in as good order and in as clean a condition as at the commencement of the Hire Period, if found in default the Hirer shall pay to the Company a reasonable charge for putting the Venue and Facilities in order. Unless the Hirer shall show before the commencement of the Hire Period that any property of the Company was already damaged or missing, the Venue and Facilities shall be deemed to have been undamaged at the commencement of the Hire Period.

11.4 Hirer's obligations

The Hirer shall:

(a) repay to the Company on demand the cost of reinstating repairing or replacing any part of the Venue and Facilities which are damaged, destroyed, stolen or removed during the Hire Period or prior or subsequent thereto if in relation to or by reason of the hiring. The Site Manager whose certificate shall be final shall certify this cost.

(b) indemnify The Company against all claims, demands, and actions of proceedings in respect of:

- (i) any damage to or loss theft or removal of property in the Venue or the Facility belonging to any person except the Company;
- (ii) any loss or damage suffered or sustained by any person in consequence of the death of or injury to any person (other than servant of the Company while carrying out their duties as such whomsoever caused, which shall occur while such person is in or upon any part of the Venue or the Facility or arise from any accident or occurrence which shall while such persons is in or on any part of the Venue or the Facility provided always that the foregoing indemnity of this condition shall not apply to damage, death or injury occasioned by or in consequence or lightening, thunderbolt, earthquake, storm, tempest, flood, aircraft, articles dropped from aircraft or impact of vehicles, horses or cattle of the acts of foreign enemy or wilful destruction by or under order to the Government or any public authority or removal of any property in The Grange Farm Site in consequence of a confiscation, nationalisation or requisition by the Government or any Public Authority.

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Note: The Company are not insured against the risks referred to in sub-clause 11.3 (b) (i) and (b) (ii) other than risks referred to in the proviso to Clause 11.2 (b) (ii). The Company may at its discretion and as a condition precedent to this Agreement require the Hirer to insure himself up to a reasonable amount against his liability under the Clause, to pay the premium on such insurance and to produce a policy for inspection.

12. Right of Entry

(a) The Company reserve to themselves the right of entry to their duly authorised representatives to all parts of the Venue at all times and require that instructions must be given by the Hirer for their admission,

(b) The Company reserves the right to refuse admission to, or remove from, the Venue and the Facility any person without stating any reason therefore.

(c) There shall be no admittance to persons after 10 p.m.

13. Public Announcements – Advertisements

No public announcement by Television, Radio, Social Media, Press Advertising, editorial posters, leaflets or any other medium shall be made by the Hirer until the application has been officially approved and accepted by the Company and the deposit paid by the Hirer. When the hiring procedure is satisfactorily concluded the Hirer undertakes to submit to the Site Manager, prior to advertising the performance, proofs of the proposed printed programme and any tickets, posters or handbills intended for use.

14. Fly-posting

The practice of displaying posters on vacant shop premises, street furniture, builders hoarding, pedestrian under passes etc, without consent of the local planning authority is illegal and makes the offender liable on summary conviction to substantial penalties under the provisions of the Town and Country Planning Act 1971. The Company may take legal proceedings against the Hirer in such cases and the unauthorised display of posters may result in the cancellation of the Event to which the posters refer, and will be taken into account when future applications to hire the Venue are made.

15. Maximum Capacity

The maximum number of persons allowed in the Venue at any time shall not exceed the number as entered on the application form.

16. Sale of Tickets for Hirer's Events

Where a charge is made for admission to any event at the Facility, entry shall be by way of ticket only. Tickets that are prepared must be submitted to and approved by the Site Manager prior to advertising the Event. A sample ticket will be required for the booking file. The maximum numbers of tickets that the Hirer may have printed and distributed shall be not more than the number of persons who for the purpose of the Agreement may be admitted to the Venue. All such tickets shall be numbered consecutively. The Hirer shall, at all times, on request, give the Site Manager full information with regard to tickets which have been issued

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or sold. It is not permitted to sell tickets on the door for any function without written permission of the Company.

17. Lotteries, Raffles and Gaming

(a) The Hirer shall not hold or permit to be held at the Venue any lottery other than a lottery which is lawful by virtue of the Betting, Gaming and Lotteries Act 2005, or any subsequent amendment thereto, nor to use or permit the Venue to be used for the purpose of Gaming unless the prior written consent of the Company thereto has been obtained.

(b) Where the Hirer intends to hold a lottery which is lawful by virtue of the Betting, Gaming and Lotteries Act 1963 or any amendment thereto he shall provide the Company's solicitors at least 7 days before the Event of the following:

- (i) a signed declaration that the proposed lottery is exempt from license, or
- (ii) the license itself.

18. Photography

No photograph, cinematograph or video film may be taken in Facility without the prior written consent of the Company. Commercial photographers may be admitted to the Venue for the purpose of taking photographs if the Hirer has obtained the consent of the Company, in writing.

19. Reproduction

The Hirer must not reproduce either audible or visibly or permit audible or visible reproduction of any function except with the prior written consent of the Company.

20. Broadcasting

The Hirer must not transmit or broadcast or permit to be transmitted or broadcast by telegraph, telephone, wireless or any other means any Event except with the previous written consent of the Company. When it is intended to broadcast or televise part or the whole of the Event organised by any party other than a broadcasting authority, the broadcasting authority concerned must make application for permission from the Company. A fee will be charged in respect of such broadcasts, such fee to be negotiated direct between the Company and the broadcasting authority concerned. In the case of an Event organised primarily for the purpose of broadcasting or televising it, the appropriate broadcasting authority must make the booking with the Company direct.

21. Insurance

21.1. The Company has obtained insurance cover in respect of its own legal liability for individual claims not exceeding £[AMOUNT] per claim. The limits and exclusions in this clause reflect the insurance cover

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the Company has been able to arrange and the Hirer is responsible for making its own arrangements for the insurance of any excess loss.

21.2. The restrictions on liability in this ~~Error! Bookmark not defined.~~ clause apply to every liability arising in connection with the Agreement including liability in contract, tort (including negligence), misrepresentation, restitution, deliberate fault or otherwise.

21.3. The Company shall not be liable for:

- (a) the death of, or injury to, the Hirer or that of the Hirer's employees, contractors or any other guests or invitees to the Venue; or
- (b) damage or theft of any property of the Hirer or that of the Hirer's employees, contractors or other guests of invitees to the Venue.
- (c) any of the following losses:

- (1) loss of profits
- (2) loss of sales or business;
- (3) loss of agreements or contracts;
- (4) loss of anticipated savings;
- (5) loss of use or corruption of software, data or information;
- (6) loss of or damage to goodwill; and
- (7) indirect or consequential loss.

21.4. Unless the Hirer notifies the Company that it intends to make a claim in connection with this Agreement within the notice period, the Company shall have no liability for that claim. The notice period for a claim shall start on the day on which the Hirer became, or ought reasonably to have become, aware of the incident giving rise to the claim having occurred and shall expire 3 months from that date. The notice must be in writing and must identify the incident and the grounds for the claim in reasonable detail.

21.5. The Hirer is entitled to obtain its own insurance for the Event and if it has such insurance it should provide a copy of this to the Site Manager prior to the Event.

22. Property of the Hirer

All furniture, apparatus or appliances brought or sent to the Venue by the Hirer must be unloaded, placed in position and removed by persons employed by the Hirer at such times as shall be agreed by the Site Manager having regard to engagements at the Facility. Electrical items without a current Portable Appliance Test (PAT) Certificate will not be permitted in the Venue. The Hirer shall remove all property belonging to him immediately following the Event unless otherwise agreed by the Site Manager, failing which, the Hirer shall be liable to be charged at the appropriate hourly rate for every hour or part of an hour after the time that such property is left in the Venue, and the Hirer shall pay the cost of the Company in so doing. The Company shall not be liable to the Hirer in respect of any loss or damages to the Hirer's property in undertaking such removal and storage. The Hirer is responsible for arranging portage of their own property before, during and after the Event.

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All large equipment that is brought to the Venue and Facility needs to be stated in 'other information' on the booking form.

23. Fire Prevention

All textile fabrics which may be used in connection with exhibition stands or for decoration, all scenery, cloths, draperies, gauze cloths, floral decorations, properties, hangings, curtains of all fabrics and decorations must be non-flammable and in compliance with the Policies. Plywood and other thin wood shall not be used in conjunction with scenery/decoration except in accordance with such conditions as may be imposed by the Company. No cotton wool on any account be used for decorative purposes at an Event. No stall or erection shall be so placed as to obstruct any exit. No gas or oil stove, oil lamps or candles shall be used at any time. No compressed gas or inflammable substance shall be brought into or used in the Venue except by the special sanction of the Company.

The Company reserves the right to impose such further or other conditions which, having regard to the particular hiring, it may consider necessary in the interest of public safety. The Hirer shall pay the cost of the engagement by the Company of a Fireman to comply with the licensing requirements at any public Event, which scenery and/or naked flames are in use. In the event of the Company's insurance company requiring the Company to pay an additional premium in respect of fire insurance because of special fire risks created by or in connection with the Event, the Hirer shall, in addition to the charges otherwise payable by him to pay to the Company before the Event begins a sum equal to the amount of the said additional premium. In any event no naked flames be permitted in any part of the interior parts of the Facility.

24. Vulnerable Persons, Safeguarding and other Policies

The Company is fully committed to safeguarding the welfare of all Vulnerable Persons at the Facility. For the purpose of this policy a child is recognised as someone under the age of 18 years.

- (a) When children's entertainments are held the Hirer is to be responsible for the effective supervision of those attending or present at the Venue including: -
 - a. The effective control of all vulnerable persons - The orderly and safe admission and departure of persons to and from the Venue
 - b. The safety of the Venue and the contents of the Venue
 - c. Supervision of car parking arrangements so as to avoid obstruction of the highway and the emergency turning circle within the car park.
- (b) The Hirer shall use sufficient supervisors/assistants to maintain good order during the Event and expel any person acting in a disorderly manner, or disobeying the Hirer's instructions.
- (c) The Hirer shall ensure that no undesirable person is permitted to enter, remain or otherwise make use of the Venue or Facility and that no person shall trespass on parts of any Facility not included in the Venue.

The Hirer shall ensure that they comply with the Policies at all times. In the event that the Hirer has their own particular Policies they are to provide these to the Site Manager prior to the Event.

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25. Licensable Activity

The Company is not licensed for the sale of alcohol and the Hirer must make their own arrangements for a "Temporary Event Notice" or other such license to comply with the Licensing Act 2003. For an application form, contact the Licensing Department at Epping Forest District Council (www.eppingforestdc.gov.uk) in good time before the Event and provide a copy of any such licence to the Site Manager in advance of the Event.

26. Smoking

Smoking (including e-cigarettes) is not to be permitted anywhere at the Venue and Facility.

27. Complaints

Any complaint regarding any of the arrangements connected with the Event must be made in writing to the Company's solicitor and delivered by hand within 7 days of the cause of such a complaint arising to the following address, 181 High Street, Epping, Essex CM16 4BQ (ref: LSC/GFCT)

28. Parking

- 28.1. The Company takes no responsibility for loss or damage to vehicles or trailers parked at the Facility, including contents.
- 28.2. All vehicles need to park in the marked bays.
- 28.3. No vehicles should be parked on Grange Farm Lane. All vehicles doing so, will be removed.
- 28.4. No vehicles should be parked within the turning circle within the car park.

29. Cooking on site

If the Hirer requires use of the onsite cooking facilities, these must be specifically requested, and the application approved. Whilst using the onsite cooking facilities, it is the Hirer's responsibility at all times to ensure that the Food Safety and Hygiene (England) Regulations 2013 are followed. If the Hirer has their own Food Safety Policy, this is to be provided to the Company prior to the Event.

30. Data Protection

Each party shall, at its own expense, ensure that it complies with and assists the other party to comply with the requirements of all applicable data protection and privacy legislation in force from time to time in the UK including the Data Protection Act 2018 (and regulations made thereunder), the retained EU law version of General Data Protection Regulation ((EU) 2016/679), the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426).

31. Other Legislation

Grange Farm Centre
Grange Farm Lane (off High Rd.)
Chigwell
Essex IG7 6DP
T: 0208 127 4323
E: info@grangefarmcentre.co.uk
W: www.grangefarmcentre.co.uk
Grange Farm
The Grange Farm Centre Trust
Registered charity Number 285162

Grange Farm Centre Trust

Registered office:
181 High Street
Epping
Essex CM16 4BQ



All Events must conform to relevant legislation, including but not limited to:

- Representation of the People Act 1983 (section 95 & 96)
- Health & Safety at Work Act 1974
- Health & Safety (First Aid) Regulations 1981
- Data Protection Act 1998
- Equality Act 2010
- Public Order Act
- s.145 Criminal Justice Act 2003
- The Management of Health & Safety at Work Regulations 1999
- RIDDOR 1995
- Food Hygiene (England) Regulations 2006
- Town and Country Planning Act 1947 and 1990
- Licensing Act 2003
- The Children's Act 1989
- Fire Regulatory Reform (Fire Safety) Order 2005
- Firework Regulations 2004
- Safety at Sports Ground Act 1975
- Private Security Industry Act 2001
- Environmental Protection Act 1990
- Noise Act 1996
- Tower Hamlets Council Byelaws
- Human Rights Act 1998
- Any risk assessments required for activities at the Event

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