



Village Hall Hirer Guidance

Many thanks from the village hall committee for selecting our venue for your event.

Please ensure you adhere to the following guidance and enjoy your use of The Anne Biddlecombe Hall.

1. Please leave both the hall and the grounds in a clean and tidy condition.
2. ALL rubbish to be removed from site. We have no council refuse services at the hall at present so it is the hirer's responsibility to empty bins after hire **(failure to do this will be subject to a fee)**.
3. All lights to be turned off when vacating the property, this includes the outside light.
4. Please ensure the hot water urn, cooker and hot water heater are also switched off. (The YouTube Video link provided to you on hire confirmation will highlight the location of these).
5. Please respect our neighbours and leave the venue quietly and respectfully. Refrain from use of the playing field after dark. ALL MUSIC SHOULD BE LOW FROM 10.30PM **(Hirer is subject to the risk of a fine of up to £5000 from Dorset District Council if neighbours complain)**. The Hall must be vacated by 11.30pm.
6. At the time of writing (November 2021), there are no rigid COVID-19 restrictions in place. Use common sense and socially distance where possible, utilise on-site sanitisers, wash hands regularly and do not visit if you have any symptoms of the

virus. **Regular hirers to keep a register of those who attend classes or meet ups for the purposes of Track & Trace.**

7. Due to the ceiling height, heating facilities and stage lighting, Bouncy Castles are NOT permitted inside the hall. They can be set up outside with guidance from the committee.
8. The venue holds a Premises Licence that permits the use of music and the sale of alcohol on site. If a hirer wishes to sell alcohol at their event this must be disclosed and there will be an additional fee of £15 to cover our costs.
9. No smoking.
10. Please take care of all of our equipment. ANY BREAKAGES TO BE REPORTED TO HALL SECRETARY.

Many Thanks For Your Cooperation