



Hackleton Parish Council
Clerk: Alison Benson
Email: clerk@hackletonparishcouncil.gov.uk
Telephone 07464429630

Hackleton Parish Council Longland Meadow Conditions of Use and Hire

Longland Meadow was bequest to Hackleton Parish Council by Mr. Hubert Longland for the recreational use of residents. Unorganised/recreational use of Longland Meadow does not require any permission/consent.

Organised use or hire of Longland Meadow for activities and sports, in particular commercial use/hire, must be at the express permission of the Parish Council with written consent received prior to the event. By hiring Longland Meadow you are entering into an agreement with Hackleton Parish Council which is subject to the below terms and conditions.

Any breach of these terms and conditions may result in the withdrawal of this agreement and refusal of any future use.

1. The Council will carry out grass cutting as necessary and remedial works as required. Hackleton Parish Council is a local authority and as such a 'not for profit' organisation. This work must always take priority over any other use. Organisers must ensure that works are not hindered and health and safety is management to reduce any potential risk.
2. The charge for commercial use of Longland Meadow will be £10.00 per hour or £30 per day (a day is considered use of the field over 3 hours). Payment must be made at least 7 days before use. The hirer must give at least 7 days' notice of cancellation otherwise the full charge will be levied. The charge for local commercial ventures which support the health & wellbeing of the residents of Hackleton Parish will be at the subsidised rate of £5.00 per session. This is subject to the written agreement of the Parish Council and may be amended/withdrawn at any time.
3. Hackleton Parish Council reserves the right to cancel use/hire at any time. Fees will be reimbursed.
4. Hackleton Parish Council has a duty to collect all monies due regardless of the amount, if necessary legal action will be taken for recovery. This could incur Court and Solicitors fees that will be payable by your club/organisation.
5. All hiring's are on the condition that no litter or equipment is left behind and the wildlife and biodiversity of the Meadow is not harmed in any way.
6. Each club/organisation is responsible for use of the facilities during the hiring period. Therefore all costs of repair, replacement of missing equipment will need to be satisfied by the hirer.

7. If weather conditions deteriorate on the day, it is the decision of the group leader if the the session is to go ahead.
8. Hackleton Parish Council will not, under any circumstances, accept responsibility or liability for:
 - Any damage to, theft or loss of property or articles placed or left on Hackleton Parish Council property as a result of the hiring.
 - Any accident or injury suffered by any participant or bystander using the facilities unless as a direct result of negligence by Hackleton Parish Council.
9. If any problem is found upon use of the facilities this needs to be reported to Hackleton Parish Council on 07464 429 630. Any use of site equipment is used at the club/organisations own risk.
10. No glass bottle or glass of any form should be taken onto Longland Meadow.
11. Hirers/users should arrange for suitable first aid equipment and access to a telephone to be available at all times.
12. Hirers/users of Longland Meadow must pay due regard to the proximity of local residents and other users of Longland Meadow and any inconvenience must be kept to a minimum. If the grounds maintenance team is on site during the period of hire, they and their equipment including mowers must be given full priority and they must not be held up in any way.
13. Any reported incidents of anti-social behaviour or foul language will be taken seriously and may lead to the cancellation of this agreement.
14. It is the club/organisations/hirers responsibility to effect and maintain adequate insurance cover and must produce satisfactory evidence of such cover on request.
15. Hirers/users of the facility who are set to gain financially either personally or professionally from the use of Longland Meadow i.e. who will get money for their activity/training/event, will be required to forward details of the use, including dates; times; purpose; charges; risk assessments; liability and indemnity insurance to the Parish Council. This hiring form, and signed declaration agreeing to the above terms and conditions, must be received and consent granted by the Parish Clerk, in writing, at least 14 days before the event. Failure to do so may result in use of Longland Meadow being refused. Failure to follow these procedures but continued use of Longland Meadow may result in a fine of between £100 - £500 (depending on usage) being imposed on the user/organiser of the event.

Receipt of the signed declaration and indemnity below shall be regarded as your acceptance of the terms and conditions listed. Person or persons signing these conditions, who must be 18 years of age or over, shall be deemed to be the hirer/club as well as the club or other body or organisation on whose behalf the booking is made and will be jointly and severally liable to Hackleton Parish Council for the payment of the hiring fees and charges and for strict observance of these conditions of hire.



REQUEST FOR USE / HIRE OF LONGLAND MEADOW

Name.....

Position.....

Contact details

Tel/email/address.....
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.....
.....

Club/Organisation/Company.....

Date(s) required.....(Please affix full list if relevant)

Time(s) required.....

Reason for

Hire.....
.....
.....
.....

Is this a private / commercial hire (do you or your organisation receive fees for this event).....
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If yes – please give

details.....
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Sum paid

Please pay by bank transfer to Hackleton Parish Council Sorting Code 60 83 01 Account Number 20410243

(or enclose a cheque payable to Hackleton Parish Council)

I understand that if any of the above terms and conditions are breached the agreement to use Longland Meadow will be withdrawn.



All necessary risk assessments will be in place before each hire session and updated accordingly.

Signed (Hirer/ user).....

Date.....

Signed (Hackleton Parish Council).....

Date consent approved.....

Please return this form and payment to

Mrs Alison Benson
Clerk to Hackleton Parish Council
C/O Rookery Lodge
Preston Deanery
Northampton
NN7 2DY

EMAIL clerk@hackletonparishcouncil.gov.uk