

Burnsall Village Hall (BVH)

Standard Terms and Conditions of Letting

BVH is a registered charity, maintained and staffed entirely by volunteers. All bookings are subject to the following terms and conditions:

Included in hire

Unless otherwise specified, the rental entitles the lessee to the use of all facilities including: main hall/stage, green room, reading room/dining room and kitchen, plus men's and women's toilets and shower and all utilities. Certain areas of the hall, principally the storage areas in the basement and first floor, are private and not to be accessed.

Rental covers the use of kitchen appliances and everyday crockery/cutlery stored in the kitchen (but not tablecloths for which laundry charges will be incurred). Additional charges apply to the hire of function crockery and cutlery.

Access and Security

Access to BVH is by key, kept in a secure keybox in the entrance hall. Each lessee will be given a dedicated code number for the keybox and will be responsible for security of access during the letting period.

Audio-Visual Equipment/Lighting

Both main rooms are equipped with drop down screens for AV presentation and sockets to connect to the sound system. On no account are hirers to interfere with the sound "monolith" on the stage mezzanine.

There is an LED stage lighting array with basic controls by the stage.

Cleaning and Security Deposit

The lessee is responsible for the proper use of the hall and will be liable for any damage or theft of the contents. Any breakages or damage must be reported to the BVH Bookings Secretary (or your named contact for the booking) before vacating the hall. On completion of the letting period, the hall must be left in a clean and tidy condition with all tables and chairs stacked as found. A cleaning and security deposit of £250 is required for all function/wedding bookings, which must be paid 4 weeks in advance and will be returned on satisfactory inspection of the premises at the end of the letting. BVH Committee reserves the right to charge additional amounts in the event of loss or damage to the premises.

In order to preserve the appearance of the hall, users are particularly required not to stick or pin anything to woodwork or paintwork and to avoid damage to the floor by inappropriate footwear.

Licensing and Related Matters

BVH Committee holds Public Liability Insurance and a full entertainment licence which covers live and recorded music, theatrical performances etc. As BVH is in a residential area, it is important that all users and their guests respect local residents and minimise noise and disturbance. **All amplified entertainment must end by 11.30pm at the latest.**

There is no permanent drinks licence and users wishing to sell alcohol must obtain a Temporary Event Notice from North Yorkshire Council. Guidance on the application process can be provided.

BVH does not have a TV licence. Watching or streaming of TV programmes is not permitted.

Waste and Recycling

Large bins for general and recyclable waste are in a compound by the top doors. Please ensure that all waste is properly sorted and that no general waste is placed in the recycling bin. Recycle bottles, cans, paper and card only. In particular – **bin bags and other plastic bags must not be placed in the recycling bin.**