

SOUTH HILL PARISH COUNCIL

Parish Clerk: Mrs Jenny Hoskin

Chairman: Cllr Dan Smith

Telephone: 07810 234417

Correspondence Address: Branston Farm, Bodmin Road, Bodmin, Cornwall PL30 4BB **Email:** southhillpcclerk@gmail.com

Dear Hirer

Thank you for your enquiry to use the Recreation Field at Golberdon on the following date(s). Along with the date of your event, please include any dates for setting up / erection and dismantle of marquee etc.

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You are permitted to use the field subject to the following conditions: -

- a) You will obtain liability insurance for your event whilst using the field.
- b) You will carry out a risk assessment for the event and this will include the movements of any vehicles entering and leaving the field.
- c) You will make alternative provisions for access for wet weather conditions.
- d) You will not take any glass items onto the field.
- e) You will arrange for the collection of rubbish and tidy up after the event.
- f) You will indemnify South Hill Parish Council against the costs of putting right the damage caused by anyone using the field for your event.
- g) You will respect nearby residents by not making any loud noise between the hours of midnight and 8.00 am.

Dogs are only permitted in the recreation field under close control by users of the footpath or for specific events (dog shows etc) whereby provisions should be made to collect any dog faeces.

The Parish Council ask that a donation of £25.00 is made for the use of the field. Please make a cheque payable to South Hill Parish Council and sent to me, via the address at the top of this letter, or payment can be made by BACS to South Hill Parish Council, Sort code 30 95 08 – Account Number 00953154

Please sign this document to confirm that you agree to the terms as written above and return it to me along with copies of the required insurance and risk assessment information.

Signature..... Printed name.....

Address.....

Contact telephone number(s).....

Email address..... Date

Thank you.

Mrs J Hoskin - Clerk to South Hill Parish Council