

Cherry Willingham Parish Council with Cherry Willingham Community Partnership

Terms and Conditions for the 'hire' of Gazebo

Through the Partnership the Council has secured the purchase of a gazebo thanks to funding from the West Lindsey's DC's Local Councillor Initiative Fund. The Partnership will manage its use on behalf of the Council.

It is available to any village organisation for their own events and activities generally within the parish boundary. Details about the gazebo and pictures of it are at the end of this document. It is suitable for additional covered space for Fetes and Galas. It is not suitable for camping, use in bad or windy weather, and must not be left unattended.

Insurance

Please note this vital information provided by the Council's insurer: "The gazebo itself is insured by the Parish Council but **whilst the gazebo is hired out the person or group who hires it must insure it**. The Council's policy will only provide cover for the gazebo whilst it is under the custody and control of the Council. If the gazebo causes damage or injury and it is due to the item not being fit for use then the Parish Council's policy will provide cover, but, if the damage or injury is caused by the hirers' use of the equipment then it will be their Public Liability insurance."

The Gazebo

- The gazebo (pictures below) is stored at the Manor House, Church Lane, Cherry Willingham LN3 4AB and you will be responsible for arranging its collection and return.
- It weighs 52.5 kilos and measures 3 metres by 6 metres. It comes in its own carrying bag. Side height: 1.80 – 2.10 m Ridge height: 3.10-3.46m. There are 6 side panels.

Erection and Safety

- You will be responsible for ensuring that it is erected by responsible adults and used in a manner that is safe for your volunteers and that you have any insurance cover that you need for this purpose as the Council & Partnership can take no responsibility for any accidents.
- Manufacturer's information concerning the erection and safe use of the gazebo will be provided at the time of hire.
- In order to erect it, you will need to have a fairly level space measuring 6 metres by 9 metres. It will be easiest to erect on grass as it will be difficult to secure on a hard surface.
- You will be responsible also making every effort to the care of its fabric and related equipment. See safety notes.

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Hiring

- Members of the Community Partnership and other village voluntary organisations will be charged £20 per day in order to create a fund for the repair and/or replacement of the gazebo.
- To 'hire' the gazebo please contact Mrs Cilla Lamerton on 01522 595536 or by e-mail at cillalamerton@talktalk.net Your booking will be confirmed on receipt of a completed booking form with payment.
- Use will be allocated on a first-come first-served basis.
- Please return it as agreed with Cilla Lamerton.

Cilla will be happy to provide further information and advice – contact as above.



6m x 3m model with decorative curtains. Latte colour



Gazebo with sides. (note our model is 6m x 3m)

Cherry Willingham Community Partnership on behalf of Cherry Willingham Parish Council

Booking Form for the 'hire' of Gazebo

Name of Organisation	
Contact name	
Contact details	E-mail: Phone: Address (if no e-mail):
Event – type, location and purpose	
Date gazebo required – from & to	
You must have the necessary insurance. Please provide details.	

We agree to the terms and conditions of 'hire'

Name:

Signed:

Position:

Date:

Please make cheques payable to Cherry Willingham Parish Council

Please return completed form and cheque to
Cilla Lamerton at Manor House, Church Lane, Cherry Willingham