

Booking Conditions

Please note that by Law, no smoking is permitted within Chedzoy Village Hall

1. Reservations for community functions may be made up to 18 months in advance. Private bookings will only be accepted up to nine months in advance. Where there is a conflict between community and private bookings, preference will always be given to events which are open to the general public.
2. The capacity of the hall is restricted by Fire Regulations to 120 people. It shall be the responsibility of the Hirer to ensure that these figures are strictly complied with. The Management Committee accepts no liability for any injuries, etc., however caused, if these numbers are exceeded.
3. The Hirer shall ensure that all fire exits are kept clear and unobstructed at all times.
4. The Hirer shall ensure that the hall and all equipment is used in a proper manner and shall pay for any damage caused by misuse.
5. The Hirer shall ensure that all breakages of crockery, etc. are reported to the Bookings Secretary. A charge may be made for replacements. A £100.00 security deposit against damage may be required at the discretion of the committee.
6. The hire charge includes an element for electricity for heating, lighting, cooking, dishwasher, etc. In the interests of economy, please ensure that the dishwasher is only used for full-loads, and, where appropriate, by use of the economy cycle. A coin meter is provided for extra radiant heating.
7. Where alcohol is to be sold to persons attending any function held in the hall, the consent of the Committee shall be obtained in writing in advance, and it shall be the responsibility of the Hirer to obtain the necessary permission. Legally, "sale" includes supplying any alcoholic drinks which may be included in an admission charge.
8. The use of Blu-tak, Sellotape, etc. on painted surfaces is not allowed as this causes damage.
9. Whilst functions are taking place the door to the storeroom shall be kept closed to prevent unauthorised access to equipment stored therein.
10. The use of smoke machines, etc. in connection with any entertainment is not permitted.
11. Fly posting is not allowed for events which will be taking place in the hall.
12. The Hirer shall be responsible for returning tables and chairs to the storeroom. After a function such items may be left out by prior arrangement but a charge will be made for storing them away on behalf of the Hirer where there is no such arrangement. Please note that there are tow types of chairs, which must be stacked separately.
13. Food waste should be removed or placed securely in the dustbin to prevent access by vermin, cats, etc.
14. Before leaving the hall all external doors and windows must be closed and secured and, if they have been used, the external electricity and water supplies switched off at the isolation points inside the building. All lights must be extinguished. During the winter months the convector heaters should be left on to maintain the fabric of the building.
15. Please note that the hirer is responsible for all damage and should take steps to prevent unauthorised persons attending events and should ensure that all persons using the hall behave in an acceptable manner.
16. The hall is checked regularly, but please notify any damage or deficiency prior to use.
17. The Hirer must sign the booking application form to indicate that they have read and accept these conditions.
18. The Village Hall Management Committee's decision on the acceptance or non-acceptance of all bookings is final.

HIRE CHARGES

Morning Session	£1.4.00
Afternoon Session	£19.00
Evening Session	£25.00
All Day and Evening	£50.00
Public meetings	£5.00
Erected marquee charge	£50.00 per day or part day

In the event of any difficulties please contact the Chairman, Mr. R. Lennard (01278 451625), the Secretary, Mr. D.Johnson (01278 455611) or the Booking Secretary, Mrs. V. Fry (01278 458517).

The Village Hall key may be obtained from the Booking Secretary, Mrs. V. Fry at Sibleys Farm, Front Street. It should be returned to her once the function has finished but, by prior arrangement, may be kept overnight if clearing up is to take place on the morning following a function.

Please remember that people live near the hall: your consideration towards them would be appreciated.

Chedzoy Village Hall is owned by all the residents of the Parish of Chedzoy. It was built in 1914 by the Rev. George R. Mullens and given to the villagers in 1937. The hall was extended and modernised in 2002 and 2003 with the help of grants from Somerset County Council, Sedgemoor District Council, Chedzoy Parish Council, the National Lottery Community Fund and Wyvern Environmental Trust Ltd. (Land Fill Tax administrators) and through contributions from the residents of Chedzoy.

It is supported entirely by voluntary donations and receipts from the hire of the hall.

Thank you for your support