

Standard Terms & Conditions for hire of the Lookwide Centre



1. All hire fees, storage charges and deposits must be paid at the times stipulated on the hire agreement. No hiring will be booked and the hirer will have no right to access and facilities until all such payments have been made in full at the times stipulated
2. If the hirer wishes to cancel the booking adequate notice must be given. If the Scout Group is unable to conclude a replacement booking, the question of repayment of the fees shall be at the discretion of the 1st Hexham Scout Group. Under normal circumstances and providing adequate notice has been given, booking fees would be repaid.
3. If the hirer is permitted to store equipment between sessions, it must be stored in such a place and such a manner as indicated by the Scout Group and only for so long as is permitted by the Scout Group subject to any payment of a storage charge. No article which is dangerous or unsuitable may be stored.
4. The 1st Hexham Scout Group accepts no responsibility for any stored equipment or other property brought on to or left at the premises, and all liability for loss or damage is hereby excluded. All equipment and other property (other than stored equipment) must be removed at the end of the session or fees will be charged for each day or part of a day at the hire fee per session until the same is removed.
The hirer shall indemnify and keep the 1st Hexham Scout Group and its or their employees or agents or invitees indemnified against all claims in respect of damage or loss of property or injury to persons arising as a result of the use of the Lookwide Centre (including the storage of equipment) by the hirer.
5. **Electrical appliance safety**— The hirer must ensure that any electrical appliance brought into the Premises is in good & safe working order
6. The 1st Hexham Scout Group may, in its discretion in any of the following circumstances, namely -
 - (a) In respect of stored equipment, failure by the hirer either to pay any storage charges due and payable or to remove the same within seven days after the agreed storage period has ended ;
 - (b) In respect of any other property brought on to the premises for the purpose of hiring, failure by the hirer to remove the same within seven days after the hiring;Dispose of any such items by sale or otherwise on such terms and conditions as it thinks fit and charge the hirer any costs incurred in storing and selling or otherwise disposing of the same.
7. The hirer shall take out adequate insurance to insure the hirer and members of the hirer's organisation and invitees against all claims arising as a result of the hire and on demand shall produce the policy and current receipt or other evidence of cover to the booking secretary. Failure to produce such a policy and evidence of cover will render the hiring void and enable the booking secretary to rehire the premises to another hirer. **Hirers are therefore advised to enquire about insurance cover.**
8. No literary dramatic musical film or video work shall be performed or shown at the premises without obtaining all necessary copyright licences and theatre film video and public



No alteration to the work shall be made after such approval. The hirer shall be responsible for obtaining any necessary approvals or licences (Including any liquor licence) in connection with the hire and will comply with all conditions attaching to such approvals or licences and will indemnify the 1st Hexham Scout Group against all losses, costs, damages and expenses resulting from any failure to obtain such approvals or licences or from non – compliance with the same.

All such licences shall be produced to the booking secretary before the commencement of the hiring.

9. No alcohol shall be sold or supplied without the permission of the booking secretary
10. The hirer shall during the hire be responsible for the supervision of the premises, protection of the fabric and contents, safety from damage however slight and the behaviour of all persons using the premises whatever their capacity and for ensuring the persons leaving the premises during or following the hiring shall do so in an orderly manner and in such a way as not to cause nuisance or annoyance to owners or occupiers of nearby premises.
11. As directed by the booking secretary, the hirer shall make good or pay for all damage (including accidental damage) to the premises or to the fixtures, fittings or contents.
12. The hirer shall not use the premises for any purpose other than that permitted under the hire agreement and will not without obtaining the prior consent of the booking secretary use or enter the premises at any times other than those permitted under the hiring.
13. The hirer shall not assign the benefit of the hire agreement. The hirer shall not share the use of the premises with any other person or organisation unless a member or invitee of the hirer is permitted to use the premises under the hiring.
14. The 1st Hexham Scout Group reserves the right to terminate forthwith any entertainment activity or meeting permitted under the hire which is not properly conducted.
15. No alterations or additions may be made to the premises nor may any fixtures be installed or placards, decorations or other articles be attached in any way to any part of the premises without the prior written approval of the booking secretary.
Any alteration, fixture or fitting or attachment so approved shall at the discretion of the 1st Hexham Scout Group remain in the premises at the end of the hiring and become the property of the 1st Hexham Scout Group or be removed by the hirer who must make good to the satisfaction of the 1st Hexham Scout Group any damage caused to the premises by such removal.
16. The hiring may be determined by notice given by the booking secretary if any fee, storage charge or deposit due under the hiring agreement is not paid on time or any of these conditions are not complied with by the hirer but without prejudice to any claim against the 1st Hexham Scout Group against the hirer for such non payment or non – compliance.

17. The hiring agreement constitutes permission only to use the premises & confers no tenancy or right of occupation on the hirer.



18. The primary function of the Lookwide Centre is for the Scout Groups scouting activities. Beaver, Cub, Scout & Venture meetings are at set times during the course of the week.

There may however be occasions when the Scout Group require the building at a time that is normally reserved for community hire by individuals or local community user groups. On these occasions the Scout Group shall have priority on the use of the premises.

The Scout Group will endeavour at all times to give community user groups one full months notice in advance of intent of use in these circumstances.

This will allow both parties to reach a suitable agreement on the use of the premises on the date(s) in question.

The above terms & conditions may only be altered to or added to by the Lookwide Centre Management Committee.

March 2002.