

**CHURCH OF ST JOHN THE BAPTIST BATHEASTON**  
**TERMS AND CONDITIONS OF USE**

Hire of premises

All events taking place in the church must be booked through the Churchwardens, Mrs Rosemary Richardson (01225 852608),

Email: [ra.richardson@icloud.com](mailto:ra.richardson@icloud.com)

or

Mr Rob Mimmack (01225 859708),

Email: [mimmack.rob@gmail.com](mailto:mimmack.rob@gmail.com)

At this time a hire fee will be negotiated. This must be paid to Rob Mimmack at or immediately after the time of the event. Costs for winter heating may be extra.

Use of premises

The church should be left clean and tidy after use and any rubbish removed from the site. All lights, electrical appliances and heating must be switched off before leaving, church exit doors locked, and keys returned.

All furniture, especially chairs, must be returned to their correct positions in accordance with the seating plan displayed.

Any soiling and any damage of any kind to the church or church property must be reported immediately to the churchwardens and must be paid for.

Safety

The hirers are responsible for the safety of all participants and audience and apart from matters for which it has a statutory duty as owner of the building the P C C will not be responsible for any injuries incurred on the premises during the event which is the subject of the hire agreement. Please therefore make sure that you have your own public liability insurance and confirm to the churchwardens that you have done so.

Parking

Parking in the vicinity of the church is limited. Please encourage your performers and audience/guests to share cars where possible and respect the amenities of our residential neighbours. Please allow room for tractors from the farm to pass along Church Lane.

Insurance of property

The P C C cannot be responsible for theft of or damage to personal property whilst in the church. This applies particularly to musical instruments; please keep them with you at all times.

Fire exits

Hirers are legally responsible for complying with fire regulations. The fire exit through the kitchen in the north-east corner of the church must be unlocked while the public are present in the building and location of exit routes (as above and by the main south door) should be announced prior to the event starting. It is against the law to smoke in the church.

Alcohol

No sale of alcohol may take place without the permission of the PCC and a Temporary Event Notice from B&NES Council, although provision of alcoholic drinks for an optional donation is permitted.

Copyright

Please be careful with copyright regulations; if users of the church break the law, the P C C can be held liable. Certain items may be covered by the church's CCL Licence, others may incur an extra charge. The P C C is not responsible for this.

Lost property

Please try not to leave things behind. Should you do so however, lost property will be held for one month and then disposed of if unclaimed.