

**ASHOVER PARISH COUNCIL
HARD COURTS – HIRE AGREEMENT**

The hard courts will be available for booking (minimum 10 bookings) by any club or organisation, affiliated to a league, at the following times during British Summer Time (refer to item 15 for winter use):-

1. Tuesday 1600hrs – onwards
2. Wednesday 1800hrs – onwards
3. Friday 1800hrs – onwards
4. Saturday 1300hrs – 1800hrs
5. Sunday 1300hrs – 1800hrs

1. The hard courts shall be available for municipal (free) use at all other times from 8am to dusk and when they are not 'on hire' during booking times.
2. Any booking will be paid for monthly in arrears (whether played or not).
3. Proof of public liability insurance will be produced by the booking organisation prior to the booking taking place.
4. All payments will be made directly to the Parish Council by BACS, no cash payments will be accepted.
5. Any organisation which makes a block booking will be allowed limited access to the sports pavilion for toilet use only and access to light card meter. Currently, prior notification must be given to Ashover Parish Hall as sports pavilion owner (Tel. 01246 590005 email: info@ashoverparishhall.com)
6. The costs will be as per the charges currently displayed in the sports pavilion.
7. No organised Competitions or League matches will be played in municipal hours.
8. During municipal hours, if players are waiting, a playing time rule of 30 minutes as is stated on our notice board on a first on first off basis.
9. Bookings may be taken for the year ahead, but within the booking year i.e. April to March.
10. Block bookings may be taken for up to 12 months ahead during the booking year.
11. The notice board is divided such that the Parish Council uses one side (locked) and the other side (unlocked) shall be for public use. The Parish Council retains the right to remove any notice from the public notice board.
12. The club/meeting room may be booked by anyone hiring the hard courts as per the charges currently displayed in the pavilion by contacting Ashover Parish Hall (Tel. 01246 590005 email: info@ashoverparishhall.com)
13. The Parish Council shall retain the right to use its discretion to make the hard courts available for hire and municipal use as appropriate e.g. junior coaching sessions.
14. A board will be made available to place outside the courts to notify the public when they are "on hire" and not available for municipal use.
15. The above booking times will apply during British Summer Time. Outside of this time, a club or organisation may book the courts from 4pm onwards.
16. Under 18's shall be adequately supervised by an adult at all times.
17. All necessary Police (DBS) checks will be undertaken on adults associated with Junior (under 18yrs) Clubs.
18. The council does not accept responsibility for any loss or accident caused in any way during the period of hire unless caused directly by any council owned equipment being used for its intended purpose.
19. The hirer shall ensure that a mobile phone is available at all times throughout the hire period to ensure immediate contact with the emergency services.
20. The hirer shall be deemed to have read and agreed to all the above conditions as a pre-requisite to the hiring of the premises.
21. **Covid-19 requirements: The booking organisation shall provide a Covid-19 specific risk assessment prior to booking taking place.**

I agree that I have read and understood Ashover Parish Council's Privacy Notice (on the reverse of this agreement) and I agree by signing the consent box below that the Council may process my personal information for providing information and corresponding with me. I have the right to request modification on the information that you keep on record.

Name of Organisation

Address:

Landline

Mobile

E-mail:

SIGNED Print Name

Please return a signed copy of this agreement to:-

Parish Clerk
Ashover Parish Council
The Sports Pavilion
Milken Lane
Ashover
CHESTERFIELD
S45 0BA
TEL: (01246) 863018
E-mail: parishclerk@ashover-pc.gov.uk

(APC 09/2020)

ASHOVER PARISH COUNCIL

www.ashover-pc.gov.uk

PARISH CLERK

The Sports Pavilion, Milken Lane, Ashover, CHESTERFIELD S45 0BA

TEL: (01246) 863018

E-mail: parishclerk@ashover-pc.gov.uk

Hirers Privacy Notice

When you hire the Sports Pavilion or hold an event on the Playing Field

The information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and respond to your correspondence, provide information, send invoices and receipts relating to your hire agreement.

Your personal information will not be shared with any third party without your prior consent.

The Councils Right to Process Information

GDPR Article 6 (1) (a) (b) and (c) (Data Protection)

Processing is with consent of the data subject

or

Processing is necessary for compliance with a legal obligation

or

Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract

Information Security

Ashover Parish Council cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies.

We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted.

Your Rights -

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer: parishclerk@ashover-pc.gov.uk

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: parishclerk@ashover-pc.gov.uk

Information Deletion

If you wish Ashover Parish Council to delete the information about you, please contact: parishclerk@ashover-pc.gov.uk

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact parishclerk@ashover-pc.gov.uk

Rights Related to Automated Decision Making and Profiling

Ashover Parish Council does not use automated decision making or profiling of personal data.

To Sum Up

In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data.

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Ashover Parish Council Data Information Officer: parishclerk@ashover-pc.gov.uk and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113