Beckermet Reading Rooms Conditions of Use

1. Prior to first use, you must attend an induction and agree/sign to acknowledge that these conditions and the operation of the Reading Rooms is understood.
2. If you are in any doubt as to the meaning of any of the Conditions, you must seek clarification, as the responsible person for making a booking, you agree to abide by the following:
3. If you wish to cancel the booking before the date of the event, please give as much notice as reasonably possible. If your booking is cancelled with less than seven days’ notice, you will be charged 50% of the original hire charge.
4. As the person making the booking you must be at least 18 years of age.
5. During the period of the hiring, you are responsible for the supervision and care of the Reading Rooms. This includes the prevention of damage and the behaviour of persons using the Reading Rooms, to include proper supervision of car parking arrangements to avoid obstruction of the highway.
6. You must ensure compliance with the Bar Management Policy.
7. You must not use or sub-hire the Reading Rooms for any purpose other than that described in your booking or allow the premises to be used for any unlawful or unsuitable purpose or in any unlawful way.
8. You are liable for costs arising from accidental and malicious loss or damage and for loss or damage arising out of your negligence to any part of the Reading Rooms including its decoration, fittings and contents.
9. Information related to the Reading Rooms licences’ is available on request. If you are in any doubt as to whether your activities in respect of Gaming, Betting, Lotteries, live or recorded Music, or Films then this should be clarified prior to your event.
10. You must ensure that any activities for children, young people and adults at risk are only provided by fit and proper persons.
11. All reasonable steps must be taken to maintain the health, safety, and welfare of Reading Rooms users, to prevent harm, and to respond appropriately when harm does occur.  Relevant concerns must be reported.
12. The maximum capacity for any event is 60 persons.
13. You must call the Fire Service to any outbreak of fire, however slight.
14. You must ensure that the minimum of noise is made on arrival and departure, particularly late at night and early in the morning.
15. You must ensure that no one attending the event consumes excessive amounts of alcohol, and that no illegal drugs are brought onto the premises.
16. It is your responsibility to ensure that you abide by Environmental Health Regulations during the preparation, cooking and serving of food during your event(s). Beckermet Reading Rooms CIC do not take any responsibility for this, we are acting as a provider of a venue only.
17. You must ensure that any electrical appliances brought by you to the Reading Rooms are safe, in good working order, and are used in a safe manner. Ideally, they will be PAT-tested.
18. All equipment and other property must be removed at the end of each hiring. We may, in our discretion, dispose of any left items.
19. Vaping is not permitted in the Reading Rooms. Your event must comply with the prohibition of smoking in public places provisions of the Health Act 2006 and regulations made thereunder. Any person who breaches this provision is to leave the premises. You must ensure that anyone wishing to smoke or vape does so outside, away from the entrance and disposes of cigarette ends, matches etc. in a tidy and responsible manner, so as not to cause a fire.
20. You must report to us as soon as possible any failure of our equipment or equipment brought in by you. You must report all accidents involving injury to the public to us as soon as possible.
21. You must ensure that Highly Flammable substances are not brought into or used in any part of the premises.
22. You must ensure that no unauthorised heating appliances are used on the premises when open to the public without our consent.
23. You must not use portable liquefied propane gas (LPG) heating appliances.
24. You must ensure that Guide dogs, Hearing dogs and assistance dog owners are allowed on the premises. Other well-behaved dogs are welcome at your discretion.
25. You must not carry out or permit fly posting or any other form of unauthorised advertisements for any event taking place at the premises. Notices can be posted on the Reading Rooms Notice Board by agreement.
26. Reasonable use of the WiFi service is covered by your hire charge(s). When using the WiFi service, you always agree not to use the WiFi service for disseminating any unlawful, harassing, libellous, abusive, threatening, harmful, vulgar, obscene, or otherwise objectionable material or otherwise breaching any laws. Or for transmitting material that constitutes a criminal offence or encourages conduct that constitutes a criminal offence, results in civil liability, or otherwise breaches any applicable laws, regulations, or code of practice.
27. Similarly the TV should be used appropriately, for age-appropriate and legally-accessed material only.
28. Availability of WiFi Services is not a condition of hire, and the Reading Rooms cannot guarantee that our WiFi service will be always fault-free or accessible.
29. We reserve the right to cancel your booking if the Reading Rooms become unfit for your intended use, or it is believed that your event will breach these conditions, or licence conditions of other legal/statutory requirements.
30. You are responsible for leaving the premises and surrounding area in a clean and tidy condition, properly locked and secured unless directed otherwise and any contents temporarily removed from their usual positions properly replaced, this includes collapsible tables and chairs.
31. You must not make any alterations or additions to the premises nor install or attach any fixtures or placards, decorations, or other articles in any way to any part of the premises without our prior written approval.
32. We appreciate that accidents do happen, but we ask that you must report any damage or breakages as soon as possible
33. This Agreement constitutes permission only to use the premises and confers no tenancy or other right of occupation on you.
34. Full details of the Conditions of Hire are available on request.