

## **THE METHODIST CHURCH BURTON ROAD, LINCOLN**

In connection with the occasional use of the Church Premises for other than Methodist purposes, it is necessary to remind all who use our premises that at all times the conditions of the local Church Council, the Standing Orders of the Methodist Conference and the Model Trust must be fulfilled in every respect.

The Conditions include:

1. By resolution of the Church Council, **smoking and vaping** is strictly forbidden **AT ANY TIME** on the premises, and Gambling of every kind is expressly forbidden.  
Raffles, games of chance, sweepstakes, guessing, and other competitions which involve the method or the principle of the raffle are not permissible.
2. The supply, sale, and use of intoxicants (Alcohol) on these Methodist Trust premises are not permissible in any circumstances.
3. The publicity for any fund raising activity should show the name of your organisation.
4. **Absolutely no Halloween related activities to take place as part of the booking, including fancy dress for participants. Any instances of tarot or any practices not in keeping with the doctrine of the Methodist Church are not permitted also.**
5. Hirers of the Church premises are obliged by law to keep music levels/noise at a reasonable level, so as not to constitute a nuisance to adjoining properties. A Church Representative may intervene if the noise is unreasonable.
6. It is the hirer's responsibility to ensure that third parties are adequately insured for public liability, e.g. mobile disco, entertainment, bouncy castles.
  - a. No liability will be accepted by the Church for such activities that take place on the premises.
  - b. All training and instructions must also be followed for such equipment.
7. All electrical equipment must be in receipt of a current electrical PAT Test certificate/inspection.
8. The accommodation must be left in a clean and tidy condition afterwards, and **all rubbish removed from the premises.** The deposit will be forfeited to cover costs and time of removal.
9. When you hire any of our Church Premises, you take on legal liabilities which need to be insured. Important risks include:
  - a. Public Liability — Injury to people on the Church premises because of the letting that are injured through no fault of the Church. Min £2 million cover.
  - b. Fire.
  - c. Theft/Damage of equipment brought on the premises for the letting or by people attending the letting.
  - d. Damage to Church Property including boundary walls/ fences by people connected with the letting.
10. **A deposit of £20** is required at the time of booking, this is refundable upon satisfactory inspection by a Church representative, should the areas used not be left in a good clean condition and ALL rubbish removed, we reserve the right to keep this deposit as means of payment for cleaning and removing of rubbish. This can be paid as a separate cheque, cash or BACS payment as preferred in addition to the agreed fee for use of the premises.

The Church's Insurance Policy with the Methodist Insurance Company extends to cover occasional lettings provided the hirer 'shall observe and fulfil and be subject to the terms and conditions of the policy' which in simple terms means provided the hirer acts reasonably. The following donation and deposit for the use of the premises should be paid before the booking date