

**CHARVIL PARISH COUNCIL
POLICY FOR THE MANAGEMENT OF THE FACILITIES TO HIRE**

Introduction

This document articulates a set of principles for the management of Charvil Parish Council (CPC) facilities which are available for hire and has been agreed by CPC in a meeting of the full Council. Its purpose is to act as a guide for the Council's decisions on the management of its facilities (principally at East Park Farm and the Village Hall) and in turn to advise residents and other members of the general public, as well as to provide a management framework for officers of CPC.

Policy

- 1 CPC's facilities for hire are promoted for recreation and use by individuals and organised groups from within the village and the surrounding area.
- 2 CPC's facilities are for the use of the whole community; that is Charvil residents of all ages, clubs and other groups within the village and the surrounding area.
- 3 The use of CPC's facilities will attract a fee to users which is intended to cover the average annual operating expenditure required for the good management and maintenance of the facilities. In addition, consideration when setting fees should be of a further margin to cover depreciation and other related long-term maintenance requirements. In principle, and in the medium term, each facility (i.e. Village Hall, Pavilion, Pitches, Cricket Square, Tennis Courts and Vegetable Plots) is expected to support itself without subsidy from other facilities or from CPC's precept. To achieve the above, CPC will publish a Fee Schedule for each facility annually which will apply unless otherwise agreed and by exception only,
- 4 CPC's aim is to maximise the usage of each facility without compromising its condition through over-use or other detriment.
5. Usually CPC expects to renew regular users' bookings although the above considerations may identify a more advantageous user, in which case this will be discussed with the established user and if necessary, a proportionate notice period given.

October 2018

To Be Reviewed At the Annual Parish Meeting 2020