

To: Witney Town Council, Town Hall, Market Square, Witney

Letting of Pitches – 2021/2022 Season
Pitch request by Tuesday 5pm

I of

..... Postcode.....

Tele-mail

On behalf of (Team name)

Hereby apply to use a **football/cricket** * pitch at

Sports/recreation ground:

For the 2021/2022 season* OR on the day of*

We agree to abide by the terms and conditions of letting set out on this form (which I have read) and I am duly authorised to accept these on behalf of the above team.

The fee of £ is now enclosed. (Applies to casual users only).

Signed Date

* Please delete as appropriate.

<u>Scale of Charges inc. VAT</u>			
Football pitch hire (adults)	£64.50	Juniors U-16s	£32.25
Mini U-10s	£21.80		
Cricket	£69.50	Juniors U-16s	£35.50
Changing Rooms/Pavilions	£37.50 each		

Team Practices/Training Sessions - Please contact the Bookings Administrator on 01993 777824 during office hours. The charge for these sessions is 50% of the normal hire price.

PLEASE NOTE: that practice on a pitch before the start of a game jeopardises the condition before the arrival of the referee and will not be permitted. If a match must be cancelled for this reason, the charge for the pitch will still be made to the Club in question.

All pitches should be booked in advance. Cancellations for weekend matches must be notified by the user to the Town Hall by midday on the previous Wednesday or for weekday matches by 10am two days before the match day at the latest. Late notification will result in fees being forfeited.

The Town Council may cancel matches during adverse weather conditions, but in the absence of such notification from the Officers to the user, the decision of the referee/umpire must be accepted.

In the case of cancelled matches by football clubs due to unplayable pitches WTC will require all clubs to fill out a F.A. Fit For Play report for each individual match and submit it to the F.A. who will in turn forward the fit for play report to WTC. Failure to do so will result in fees being forfeited.

In the case of Cricket, the cancellation will still require an Umpires report, the club sends a report to the County cricket association so a copy of this sent to WTC this would suffice for cricket.

During periods of frosty weather, it would be appreciated if the starting time of morning matches could be delayed until 11am to allow the frost to disperse.



SPORTS PITCHES - LETTING CONDITIONS

1. The Town Council reserves the right to cancel the booking of a pitch at any time, in which case a refund will be made or fixture rearranged.
2. The Town Council reserve the right to vary the conditions of use or charges of use of pitches at any time, where upon the hirers may cancel and obtain a refund of fees paid.
3. In the event of the cancellation of a fixture or the non- availability of a pitch/changing accommodation due to whatsoever circumstances, the Town Council will not be liable for any costs or inconvenience caused to the hirer beyond refund of booking charges.
4. That insurance cover be taken out by the hirer to indemnify, and keep indemnified, the Council against all claims for damages, compensation and/or costs in respect of injury (fatal or caused by or arising out of, or incidental to, or in any way connected with the exercise by the hirer of the use authorised by this licence). This insurance must be produced before any use is made of the ground.
5. The hirer shall not attempt or purport to transfer the benefit of this permission for use.
6. That at no time must the public be excluded from a recreation ground without special authority from the Council, in writing.
7. That no admittance fee should be charged without written consent of the Council.
8. That this permission covers only the use of the specific playing area so provided for the playing of football/cricket as appropriate.
9. That no rowdy behaviour, likely to cause an affray, misdemeanour or breach of the peace be allowed.
10. That the playing area, changing room, and surrounding area, be left in a clean and tidy condition. Any damage to Council property will be charged for.
11. That the hirers be responsible for the supply and positioning of corner flags, goal netting and sundry equipment.
12. Changing of clothing must not take place on the recreation field.
13. That no structure of any description be erected on the ground without written permission of Witney Town Council.
14. No vehicles, motorcycles, etc., to be taken on to the playing field and shall not be parked other than in places reserved for such purpose.
15. This permission applies only to the period taken to play each fixture - separate and specific permission has to be obtained to the use of the pitch for any additional games, friendly matches or tournaments of whatever nature for which the additional letting charge is payable in advance.

16. Whilst the Town Council endeavours to maintain the ground/pitches in a safe condition and free of rubbish, debris, pot holes, etc., due to the nature of the siting of pitches, the hirer will take appropriate steps to ensure the pitch is safe before any use transpires. We strongly advise you to check the playing surface for sharp objects and animal faeces.
17. The hirer is responsible for safe custody of keys to changing accommodation and for the cost of new lock fittings/keys in the event of non-return of keys.

PLEASE ENSURE THAT ALL TEAM MANAGERS, ETC. READ AND UNDERSTAND THE ABOVE CONDITIONS. FAILURE TO ABIDE BY THEM COULD RESULT IN FACILITIES BEING WITHDRAWN FROM PERSISTENT OFFENDERS.

Signed/ Position

Date

P: Sports Bookings/Letting Agreement
June 2016
Version 2

This is an information request now to enable Witney Town Council to demonstrate open and transparent reporting.

How many members do you have?	
Approximately how many of your members live in Witney?	
Is membership restricted in any way?	
What is your annual subscription, if any?	
Are you affiliated to a national organisation? If so, which one?	

This information will be requested annually from now on as part of the annual request for insurance etc. We would ask that you respond 28 days prior to the start of the season or the date of your annual paperwork return.

Yours faithfully

J Hickman
Operations and Estates Officer