

# BUCKLAND READING ROOM

## CONDITIONS OF USE

*Please note the following conditions applying to hiring the Reading Room:*

**SUPERVISION:** To hire the Reading Room, you must be over 21 years of age. The person making the hiring is responsible for the safety and conduct of others attending, for ensuring that neighbours are not disturbed, and for ensuring that the Reading Room is left clean, tidy, and secure at the end of the event

**SERVING FOOD:** If you intend to serve food at your event, you will be responsible for maintaining proper food hygiene.

**SERVING ALCOHOL:** Modest consumption of alcohol at events and parties is permitted, under the supervision of the hirer, provided no alcohol is being sold. If you wish to sell alcohol at your event, you will need to seek the permission of the Reading Room Management Committee, and you will need to obtain a temporary licence from the local authority.

**EVENING EVENTS:** Evening events must finish by 11 pm promptly

**MUSIC AND PUBLIC PERFORMANCES:** Playing of music at private and community group events is permitted, provided this does not disturb the neighbours. Please consult the Management Committee in advance if you plan to have live amplified music at your event. If you wish to put on a public performance of a copyright work (eg play, music, etc.), you will need to seek a licence from the Performing Rights Society.

**INSURANCE:** The Reading Room holds insurance for the Reading Room building and fittings. This does not cover items that you bring for use at your event, or any risks arising from the activities you organise in the Reading Room, for which you are responsible. If you are concerned about these issues, you should seek separate insurance.