

GENERAL RULES GOVERNING THE USE OF THE Isle of Whithorn COMMUNITY BOATSHED

The Isle of Whithorn Community Boatshed is run on a not-for-profit basis by the community for the recreational benefit of the community of the Isle of Whithorn. Access to the boatshed is open to all. Any money obtained from hire of the premises for community or limited commercial activities will be reinvested in the facility for community use.

The Management Committee of the Community Boatshed is vested in the Board of Trustees of Wigtown Bay Coastal Rowing Club SC049939 whose powers and composition are defined in the constitution, a copy of which may be obtained from/consulted at wigtownbaycoastalrowing.org

The Management Committee is empowered to make rules, or to withdraw or amend them.

1 Use of the Boatshed

Use of the Community Boatshed and its facilities is subject to the following rules and, in the case of hirers, to certain standard conditions incorporated in the hiring agreement.

2 Equal Opportunities

The Community Boatshed shall be open to all members of the community regardless of race, gender, sexual orientation, age, disability, religious or political beliefs or marital status.

3 Applying to Use the Community Boatshed

a) Application for use of the Community Boatshed shall be made to the Boatshed Bookings Secretary.

b) The right to refuse any application for the use of Boatshed facilities is reserved to the Management Committee, or the Booking Secretary, provided that the Booking Secretary reports his/her action to the next meeting of the Management Committee. The Management Committee may refuse an application to use the Boatshed's facilities if the use by a particular organisation or individual presents a risk of public disorder or of alienating the SCIO Management Committee's beneficiaries or supporters.

c) All arrangements for the use of Boatshed facilities are subject to the SCIO Management Committee reserving the right to cancel bookings when the premises are required for use as a Polling Station or are rendered unfit for the intended use.

d) All arrangements to hire facilities made with outside bodies and individuals shall be honoured by the SCIO Management Committee, except as provided for in (c) above.

4 Hours of Opening

Facilities at the Boatshed are normally available for the use of community members and outside hirers between the hours of 0600 and 1700 on weekdays, Saturdays and 0600 and 1700 on Sundays. In exceptional cases, these hours may be extended on application to the Management Committee.

5 Maximum Capacity

The Boatshed has a maximum capacity of 170 standing, and no account will this capacity be exceeded.

6 Safety Requirements

Nothing shall be done which will endanger the users of the building, and the policies of insurance relating to it and to its contents. In particular:

- a) obstructions must not be placed in gangways or exits, nor in front of emergency exits, which must be immediately available for free public egress;
- b) the emergency lighting supply must be turned on during the whole time the premises are occupied, and must illuminate all exit signs and routes.
- c) fire-fighting apparatus shall be kept in its proper place and only used for its intended purpose;
- d) the Fire Brigade shall be called to any outbreak of fire, however slight, and details of the occurrence shall be given to the SCIO Management Committee or Booking Secretary
- e) performances involving danger to the public shall not be given;
- f) highly flammable substances shall not be brought into, or used, in any part of the premises. No internal decorations of a combustible nature (e.g.: polystyrene, cotton, etc.) shall be undertaken or erected without the consent of the Management Committee;
- g) no unauthorised heating appliances shall be used on the premises;
- h) the First Aid box shall be readily available to all users of the premises. It is located in the tea making room. The Management Committee or Booking Secretary shall be informed of any accident or injury occurring on the premises.
- i) all electrical equipment brought into the building shall comply with the Electricity at Work Regulations, 1989. The Management Committee disclaims all responsibility for all claims and costs arising out of any such equipment that does not so comply.

RULES & RELATIONSHIPS

7 Supervision

The hirer or person in charge of the activity shall not be under 18 years of age and shall be on the premises for the entire period of hire, or duration of the activity. The person in charge shall not be engaged in any duties which prevent him/her from exercising general supervision. When the premises or any part of them are used for the purpose of public entertainment, there shall be a minimum of two persons, neither of whom shall be less than 18 years of age, on duty. All persons in charge or on duty shall have been informed of the procedure for evacuation of the premises and shall be familiar with the fire-fighting equipment available.

8 Intoxicating Liquor

No intoxicating liquors are permitted to be bought sold or consumed on any part of the premises without the express permission in writing of the Management Committee, whose consent must also be obtained prior to seeking any Occasional Licence or Permission for the sale of alcoholic liquor.

9 Betting, Gaming and Lotteries

Nothing shall be done on or in relation to the premises in contravention of the law relating to betting, gaming and lotteries, and the persons or organisations responsible for functions held in the Boatshed premises shall ensure that the requirements of the relevant legislation are strictly observed.

10 Recorded Music Licence

It is the responsibility of any independent user group which uses recorded music in its activities to check if it requires a licence from Phonographic Performances Ltd (PPL) and, if so, to obtain one.

11 Storage

The permission of the Management Committee must be obtained before goods or equipment are left or stored at the Boatshed, except that the Booking Secretary is authorised to grant permission for the overnight storage of goods and equipment brought to the Boatshed for a particular function or event.

12 Loss of Property

The SCIO Management Committee cannot accept responsibility for damage to, or the loss or theft of, Boatshed users' property and effects.

14 Car Parking

Cars shall not be parked so as to cause an obstruction at the entrance to, or exits from, the Boatshed. Where parking accommodation is provided and available, this must be used, and in any case users of the Boatshed should avoid undue noise on arrival and departure.

15 Nuisance

- a) Litter shall not be left in or about the Boatshed premises.
- b) Hirers and organisers of events in the boatshed are responsible for ensuring that the noise level of their functions is not such as to interfere with other activities within the building nor to cause inconvenience for the occupiers of nearby houses and property.

16 Cleaning and Security

All use of boatshed premises and facilities is subject to the users or hirers accepting responsibility for returning furniture and equipment to their original position, and for securing doors and windows of the premises as directed by the Management Committee or Booking Secretary. All users shall also leave the premises and surrounds in a clean and tidy condition, as may be directed by the Management Committee or Booking Secretary.

Management Committee Agreement

Name

Position.....

Signature.....

Date.....

Name

Position.....

Signature.....

Date.....