Pickleball Court Booking

Terms and Conditions of Use

These terms apply to pay-and-play pickleball court bookings in the Large Hall, made online at Hughenden Valley Village Hall. They are between the Hughenden Valley Village Hall Management Committee ("the Committee", Registered Charity 300282) and the person who makes the booking ("the Booker").

They replace the standard Village Hall Hire Agreement for pickleball court bookings only. All other hire of the Hall, including parties, events, classes and block bookings by clubs, remains subject to the standard Hire Agreement.

Bookings contact: 07815 163269, bookings@hughendenvillagehall.co.uk

1. Booking and payment

- Before booking, players must register through the Pickleball section of the Hall's website, which carries a one-off £10 admin fee. Courts are then booked and paid for in full online through the same section. A booking is confirmed only when the Booker receives a confirmation email.
- Hughenden Valley Pickleball League matches are booked in the same way using a league code, which reduces the session fee to zero because the hall cost is covered by the league fees. These terms apply to league matches in the same way as to any other booking.
- Courts are booked in slots of 1 hour, at £20 per slot. The fee covers hire of the Large Hall and use of the equipment, and is based on four players. The Booker pays the full fee and recovers the other players' shares from them directly.
- The 2-hour minimum hire period in the standard Hire Agreement does not apply to pickleball court bookings.
- The slot includes time to set up and pack away. Please be off court by the end of your slot so the next booking can start on time. Section 5 explains when equipment must be taken down and put away.
- A maximum of 4 players may use a court at any one time. Spectators are allowed if agreed with the other team or players in advance, and must stay clear of the playing area or the edge to avoid risk of collision.
- Bookings may not be transferred, resold or sub-let.

2. The Booker

- The Booker must be aged 18 or over and must be present for the whole of the booked slot. If the Booker cannot attend, they must make sure another responsible adult in the group takes their place.
- The Booker is responsible for the behaviour and safety of everyone in their group, and for making sure they know and follow these terms.
- Players under 18 are welcome but must be supervised at all times by a responsible adult who is present in the Hall.

3. Use of the court

- Pickleball is played in the Large Hall only. The booking covers the court in the Large Hall and the toilets; it does not include the Small Hall, Committee Room, kitchen or stage.
- The court may be used for playing pickleball only, and only during the booked slot.
- Paid coaching, organised classes, other leagues or commercial use are not covered by a court booking. Please contact the Bookings Secretary, as these need the standard Hire Agreement and, for commercial or profit-making hirers, public liability insurance of at least £5,000,000.
- No alcohol, smoking, vaping, naked flames or candles are permitted.
- No animals may be brought into the Hall, except assistance dogs.

4. Footwear and care of the floor

- Clean, dry, non-marking indoor court shoes must be worn on court. Outdoor shoes, studs and bare feet are not allowed on court.
- The floor is wood and must not be damaged. Do not apply tape, chalk or any other markings to the floor, and do not drag equipment across it. Court lines are permanently marked / are laid out by the Hall and must not be altered.
- Nothing may be fixed, glued or taped to the walls, and under no circumstances to the acoustic wall panels.
- Drinks must be kept off the playing area, and any spillage must be wiped up straight away.

5. Equipment

- The Hall provides the equipment needed to play: nets, posts, paddles and balls, stored under the stage in the Large Hall. The equipment remains the property of the Hall and must not be removed from the Large Hall.
- From the start of the booked slot until the equipment has been put away, the Booker is responsible for the equipment and for making sure everyone in their group uses it with care and only for playing pickleball.
- Check the equipment and the court area before play. If anything is missing, damaged or faulty, do not use it, and report it to the Bookings Secretary before starting play so that your group is not held responsible for it.
- The Booker is responsible for any loss of, or damage to, the equipment during their booking, beyond fair wear and tear from normal play. The Committee may charge the Booker the reasonable cost of repairing or replacing it.
- Any loss or damage that happens during the booking must be reported to the Bookings Secretary by the end of the session.
- The Booker is responsible for assembling the nets and posts if they are not already set up, following the net set-up instructions provided with the equipment.
- If the next pickleball group has arrived by the end of your slot, the equipment may be left set up for them, and responsibility for it passes to the next Booker.
- If the next group has not arrived by the end of your slot, or you are unsure whether anyone is booked after you, the Booker is responsible for taking the equipment down and returning all of it to its storage place, clean and complete, before leaving. The Hall must never be left empty with the equipment still set up.
- Any tables, chairs or other Hall furniture moved to make space must be returned to where they were found.

6. Health and safety

- Pickleball is a physical activity and players take part at their own risk. Each player is responsible for making sure they are fit and well enough to play, and for warming up properly.
- Before play, check the court and surrounding area for hazards such as wet patches, stray balls, bags or furniture, and remove them.
- The Booker must make sure they know where the fire exits and the fire assembly point are (details are displayed in the entrance to the Large Hall and on the notice board in the Small Hall), keep fire exits and fire-fighting equipment clear, and take charge of getting their group out safely if the alarm sounds.
- The Hall is not staffed during bookings. If the emergency services are needed, the Booker is responsible for calling them by mobile phone.
- A first aid box is located in the kitchen. A defibrillator is located outside on the wall to the right of the hall when looking at the door from outside.
- All accidents involving injury must be recorded in the accident book in the kitchen and reported to the Bookings Secretary by the end of the session. Any failure of equipment must also be reported as soon as possible.

- The Hall's Health and Safety Policy, Risk Assessment and Pickleball Risk Assessment can be viewed on the Hall's website. By booking, the Booker confirms they have made themselves aware of them.
- Please remove the chairs and tables from the corner of the room and place them in the entrance area or small bar area and replace when leaving.

7. Access and security

- Once registered, the Booker is given a personal PIN to get into the Hall, for use if the Hall is locked. The PIN is unique to the Booker and its use is monitored through the system. It must not be shared with anyone.
- If you are the last booking of the day, or the Hall is empty when you leave, turn off the lights, close all windows and make sure external doors are securely locked.
- Internal doors must not be wedged open, as some are fire doors.

8. Parking and neighbours

- Park only in the marked Village Hall parking bays. Vehicles must not obstruct Valley Road or Coombe Lane, restrict access to the Hall, the village shop or the field, or impede access for the emergency services.
- Please be considerate of neighbours and keep noise to a minimum on arrival and departure, particularly for early morning and evening slots.

9. Cancellations and refunds

- Bookings can be cancelled through the booking system. Refunds are managed through the booking system, in line with the cancellation terms shown there at the time of booking. This replaces the cancellation scale in the standard Hire Agreement.
- The Committee may cancel a booking if the Hall is required as a polling station, becomes unfit for use, is needed in an emergency, or if the Committee reasonably considers that the booking would breach these terms or the law. In these cases the Booker will receive a full refund, but the Committee will not be liable for any other resulting loss.

10. Damage and liability

- The Booker is responsible for the cost of repairing any damage to the Hall or its contents caused by their group during the booking. Responsibility for the playing equipment is set out in section 5.
- The Committee is not responsible for loss of or damage to property belonging to the Booker or their group. Please do not leave valuables unattended.
- The Booker is responsible for, and indemnifies the Committee against, liability for personal injury arising from the booking, except where it is caused by the negligence or breach of statutory duty of the Committee.

11. Conduct

- The Hall is open to all. Players are expected to treat other Hall users, volunteers and neighbours with respect, in line with the Hall's Equality and Diversity Policy.
- The Committee may end a session, cancel future bookings or refuse further bookings from anyone who breaches these terms.

12. Your data and CCTV

- The personal details you give when booking (name, address, telephone number and email address) are used to manage your booking and payment, in line with the Hall's Privacy Policy. Your data is not shared with other businesses or sponsors.
- CCTV operates at the Hall entrances and in the car park for security and safety. There are no cameras inside the halls. See the Hall's CCTV Policy for details.

Acceptance

By ticking the box on the online booking form, the Booker confirms that they have read and agree to these Terms and Conditions on behalf of themselves and everyone in their group.

End of session checklist

1. Nets, posts and all other equipment taken down and put away in the correct storage place, unless the next group has arrived and is taking over the court.
2. Court area left clear, with any furniture returned to where it was found.
3. Spillages wiped up and all litter and belongings taken away.
4. Internal doors closed (not wedged open).
5. If the Hall is empty when you leave: lights off, windows closed, chairs and tables return and external doors locked.
6. Any accident, damage or faulty equipment reported to the Bookings Secretary.