

CONDITIONS OF HIRE OF TRENT MEMORIAL HALL

The Hall Committee require, as a condition of hire, that hirers of the Memorial Hall accept the following terms and conditions:

- The Hall Committee accepts no liability for accidents occurring on the premises.
- Chairs and tables are cleaned as necessary, returned to the storerooms and stacked tidily.
- All litter is either taken away from the hall by the hirer for disposal elsewhere or placed in the wheelie bin outside the old main doors. (Black plastic bags are available in the kitchen).
- Please ensure the hall is left in a tidy condition, e.g. the floor is swept.
- Particular care must be taken when attaching material to the building with Sellotape or Bluetack as this may cause damage to the paintwork when being removed.
- The Hall Committee accepts no liability for issues related to food preparation.
- Hirers are responsible for familiarising themselves with the Fire Alarm system and fire exits as displayed by overhead signs.
- Alcohol may be served without a contribution to the Hall providing it is free. All sales of alcohol, which includes donations towards the cost, attract an additional charge of £25 towards the cost of the Hall's licence.
- Use of the Hall must be in keeping with Dorset Council's licensing objectives. namely:
 - i) prevention of crime and disorder ii) public safety iii) prevention of public nuisance
 - iv) protection of children from harm.
- The hirer is responsible for all damage to the Hall occurring during the period of the hiring, however and by whomsoever caused. The hirer will be responsible for the cost of repair of any damage done to any part of the property, its surroundings or contents of the building that occur during the period of hire or as a result of the hire.
- On leaving the Hall late at night please show consideration to people living nearby by leaving as quietly as possible. **Please ensure all internal and external lights are switched off (including in the toilets) as well as all heaters.**
- Use of the internet available in the hall must comply with the policy set out below.

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TRENT MEMORIAL HALL - INTERNET AND ELECTRONIC INFORMATION USE POLICY

Introduction

1. Trent Memorial Hall (TMH) provides direct access to the Internet for those hiring the hall and those attending events, classes, etc, in the hall.

The Internet

2. The Internet is an unregulated medium that allows access to a wealth of materials that can be personally, professionally and culturally enriching to individuals of all ages. However, it also enables access to material that might be offensive, disturbing, illegal, inaccurate, or incomplete.

3. TMH does not endorse the viewpoints or vouch for the accuracy of information obtained through the Internet. Village Hall customers use the Internet and electronic equipment at their own risk. The Village Hall assumes no responsibility, and will have no liability, for any direct, indirect, or consequential damages arising from the use of its electronic resources or those obtained via the Internet.

User responsibility

4. Users are encouraged to check the appropriateness of information accessed via the Internet. Each individual user must accept responsibility for choosing which electronic resources they will access. TMH does not censor access to material or protect users from offensive information. Since the Internet is not secure, each user accepts personal and financial responsibility for information transmitted or received.

Children's Access and Internet Use

5. The Village Hall does not have the right or responsibility to act in the place of the parent (in loco parentis). TMH urges parents or guardians to supervise their children's Internet use whilst accessing the hall's internet. For more information, parents or guardians and children are advised to read documents produced by [Common Sense Media](#).

Ethical and Acceptable Use

6. All users of electronic information resources such as the Internet are expected to use these resources in a responsible manner. It is unacceptable to use the Village Hall's Internet resources for any purposes that violate the law or Village Hall policies.

7. The following are examples of unacceptable uses of the TMH internet:

- Viewing material that violates Government, or local laws or regulations, including those regarding accessing, viewing, printing, and distributing obscenity or child or adult pornography
- Sending, receiving, or displaying text or graphics containing extremes of sex or violence.
- Violating copyright laws or licensing agreements pertaining to software, files, or other resources obtained electronically.
- Violating another user's privacy.

- Attempting to alter software configurations or to cause degradation of system performance.
- Engaging in any activity which is deliberately and maliciously offensive, libellous, or slanderous.
- Installing or downloading any software.
- Disrupting or interfering with network users or services. Such interference or disruption includes but is not limited to distribution of unsolicited advertising, harassment of others, propagation of computer worms or viruses, randomly initiating interactive electronic communications, or overuse of interactive network utilities.
- Tampering with, destroying or damaging equipment, software, or data belonging to Trent Memorial Hall.

Any person in the Village Hall who is found to have viewed an inappropriate site or to have breached the Internet Use Policy as outlined above may be liable to penalties, such as being banned for a period from hiring the hall.

Trent Memorial Hall Management Committee

April 2022