



Woodlarks Camp Site Trust

Hire of Facilities 2023

1..... Introduction.....	3
2..... Prerequisites.....	3
3..... Availability.....	3
4..... Charges.....	4

1 Introduction

Occasionally we get requests to use our facilities outside of the camping season for private functions. To be consistent we need to outline our charges.

2 Prerequisites

We will only accept bookings from people who are known to us and will be present during the hire period.

Before accepting a booking, Nick and Sarah must confirm that the booking dates fit in with the Trust's diary.

Before a booking is accepted hirers must agree a plan with Nick and Sarah for cleaning the site and buildings. This will usually be completed on the day of departure unless an alternative plan is agreed with Nick and Sarah. At the end of the event and following cleaning, Nick and Sarah will check the site to ensure it is clean and there is no damage.

Hirers must be prepared to take the site as they find it and return it to the same state after their hire. During the closed season hirers should be aware that the dining room may be full of furniture.

Hirers must be aware of the requirements laid down in the Camp Leaders' Handbook.

3 Availability

During the camping season (May 1st – September 30th) it is unlikely that any part of the site will be available.

Normally the following facilities will **not** be available

- The swimming pool and changing rooms
- The old accommodation and washing block
- Any hoists
- The aerial runway
- Some fire extinguishers in unheated areas of the site
- Defibrillator
- Tents

The following facilities should be available

- Bradbury Croft
- Dining Room
- Pantry
- Outdoor space including the woods

Sarah will notify contractors of any safety issues (work in progress) and if contractors or volunteers are working on the site.

4 Charges

Daytime hire of the site costs £100,

Daytime hire including an overnight stay costs £200.

Charges may be waived at the Management Committee's discretion for events which benefit the Trust or celebrations related to the Trust.

The Trust reserves the right to charge for any damage.

This policy will be reviewed after three years, or sooner if legislation changes.

Signed:

Date:

Print name: Catherine Crawford

Position held: Chairman

Implemented: March 2023

Review date: March 2026

Person responsible: Malcolm Jarrett