

Aylesford Parish Council

General Regulations and Conditions for the Hire of Sports Pitches

1. Applications for the use of sports pitches in Aylesford Parish will only be accepted once a completed registration form has been submitted. The acceptance of this form does not constitute a contract unless the Hirer receives written confirmation from the Council. The Council must be notified of any changes to these details at the earliest opportunity. A copy of the insurance policy as per condition 11 below must be submitted with the registration form.
2. The Council reserves the right to ask for further particulars regarding any proposed booking, and to refuse any application without stating the reason.
3. Prior to the start of the season (which shall be deemed to extend from 21 July until 31 May) a copy of the weekly fixture list shall be submitted to the Aylesford Parish Office; except with the prior approval of the Council, all fixtures must be arranged between these dates and in such a manner as to ensure that no more than three matches per weekend are played on any pitch in order to prevent over-use. Between 21 July and 1 September only training is permitted on the grass pitches (1 and 2), with the 3G pitch being used first.
4. A pitch tenancy gives exclusive use of a pitch to the tenant club for the whole season (as defined above) unless the tenancy is offered to two clubs on a shared basis. In the latter case, the two Clubs are responsible for ensuring no clash of fixtures occur and that the 'maximum of three matches per weekend per pitch' condition is complied with. If sharing the Council reserves the right to dictate each clubs use.
5. The person signing the registration form must be 18 years of age or over and will be deemed to be the 'Hirer' and responsible for the payment of hiring charges to Aylesford Parish Council together with the security (including, where appropriate the locking of gates and securing of height restriction barriers), cleanliness, and tidiness of the site. If random spot checks disclose that the Club has not litter picked the pitch and the immediate surrounding area, the Council will arrange for the work to be undertaken and may recharge the Club accordingly.
6. Fees for the hire of pitches shall be in accordance with the Council's current scale of charges (reviewed annually). Unless payment by instalment has been agreed in advance, all hire fees shall be paid in full by 30 September each year; any Hirers owing money after that date without the prior agreement of the Clerk may be excluded from further use of the pitch until the fee is paid.
7. Notice in writing must be sent to the Clerk to Aylesford Parish Council if a Club ceases to require the facility. In such circumstances, Clubs shall not qualify for a refund of seasonal hire fees.
8. Hirers are responsible for ensuring that matches are played only on the pitch(es) allocated to them.
9. The Council reserves the right to cancel the hiring or to close or forbid the use of pitches in the event of a breach of these conditions or if at any time, in the opinion of the Parish Council or the Clerk, the pitches are unfit for use. The Council shall not be liable for any expenditure incurred or loss sustained by the Hirer or any other person arising therefrom or connected therewith.

10. The Council accepts no responsibility for any injury to the Hirer or any other person, or loss or damage to the property of the Hirer or any other person, arising by virtue of their use of the pitch. Clubs must make their own arrangements for First Aid facilities.

11. The Hirer shall indemnify the Council from and against all actions, costs, claims or demands whatsoever arising under statute or common law or in consequence of the licence hereby granted to use the pitches, and shall obtain a public liability insurance policy with an indemnity up to the sum of £5,000,000 (Five million pounds), noting the Council's interest thereon, a copy of which is to be submitted to the Council.

12. The Hirer shall not transfer the benefit of the hiring to any other person, club or organisation without the prior permission of the Council.

13. The pitches shall not be used for any purpose other than that stated in the application other than with the express consent of the Parish Council.

14. Hirers are responsible for checking the suitability of pitches for play; this includes dog fouling, rubbish, glass, or any other form of debris. Pitches may only be used when in a fit condition and Hirers shall take all proper precautions to avoid unnecessary damage to the playing areas. The Hirer shall be responsible for any costs incurred by the Council for repairing and making good any damage to the pitches whether caused by the Hirer, his/her team-mates or members of the opposing team. Where the use of a pitch is shared by two Hirers and blame cannot be apportioned, both clubs will be charged an equal part of such costs.

15. The Council may agree with the Hirer to carry out the first pitch markings of the season on the sites agreed between both parties at the beginning of the season. It is then the responsibility of the Hirer to white line the pitches for the remainder of the season and to provide all necessary posts, nets, corner flags, net pins and any other required equipment.

16. The hirer may use pitches for formal training provided that the Council are notified in advance and fee paid if appropriate and there is no use of the football goalmouth areas during training sessions.

17. There is no specific car parking provision provided by the Parish Council for users of sports pitches and recreation grounds. The Hirer shall ensure that all cars and other vehicles connected with the Hirer, his/her Club, or the opposing team are parked in parking bays in the location(s) designated by the Council and shall not obstruct any public or private right of way or be a nuisance or source of annoyance to any person. The Hirer shall not bring cars or other vehicles onto the grassed areas of sportsgrounds or allow them to be brought there.

18. The Hirer shall comply with any bylaws and regulations currently in force in respect of the specific sportsground in question.

19. The Council reserves the right to review and amend these regulations and conditions at any time.

Aylesford Parish Council (2025)