

Dear Resident or Village Hall Hirer

Hanna's Field Charity are the trustees of the Village Hall and Playing Fields and are responsible for the management of the facilities for the benefit of all residents of the parish. This includes the Sports Court on the playing field. For a number of reasons, the Sports Courts are no longer used for regular sports hire and the Charity have therefore opened them for use by dog owners. However, as a result of some problems with access to the Sports Courts by people not resident in the parish using them for dog training etc, the Hall trustees decided on the need to control access. Therefore, the Sports Courts are kept locked and access is by key. Residents or Hall hirers wanting to use the courts whether for dog exercise or ball games, subject to agreeing the following conditions, will be allocated a numbered key on the strict understanding the key is for their use only and under the following conditions:

#### **Key Holder Conditions**

- 1) You must confirm that you are a resident of East Hanningfield Parish (or you are hiring the Village Hall for an activity which also qualifies for a sports courts use).
- 2) The key for the gate padlock has a tag with a number on it which will be registered to you as the named key holder.
- 3) You understand you cannot use the courts for training of other people's dogs or running classes unless previously agreed with Hall trustees (there will be a fee if a key holder wants to do this and is not using courts as part of hiring the Hall).
- 4) As holder of the key, you will not copy or loan your key to anyone else, whether a neighbour, friend or family - you understand it is explicitly for your use only.
- 5) You understand you can use the courts for exercising your dog or dogs any time but the courts are not exclusively for dog owners and there may occasionally be people also with a key using the courts for ball games.
- 6) You understand using the courts is on a first come first served basis- there is no booking system and no one or activity has priority of use. If another key holder is already using it (whether for dog exercises or ball games) you must wait, or try later.
- 7) You understand as key holder you must lock the gate when inside the courts (to stop someone without a key entering courts).
- 8) You understand you must secure the gate using the padlock when you leave. If someone is waiting to go in still you must still lock the gate (if they are a registered user they will have their own key).
- 9) If the padlock is missing you must report this as soon as possible to either the Hall Booking Secretary or a Hall trustee by emailing [hannasfield@icloud.com](mailto:hannasfield@icloud.com). A new padlock (with same key) will be fitted.
- 10) You must leave courts clean (any dog poo must be put in dog bin provided by the gate before you leave).
- 11) You must keep your dog under control at all times whether inside the courts or on the playing field (under Dangerous Dogs act 2021 you may be liable if your dog attacks or threatens to attack other animals or people)
- 12) If you lose the padlock key there will be a £5 charge for a new key (Note: the Hall Booking Secretary does not hold spare sports court keys).
- 13) You must return your key to Hall Booking Secretary or a Hall Charity trustee if you leave the parish.

If you are happy to comply with above conditions and provide your name, address and phone number, a key/number will be allocated to you. Thank you.

Hanna's Field Charity Trustees

Print Name:

Signed:

Date:

Address:

Telephone No: