Stilton Pavilion

Complimentary Hire Consideration Form

Name of Event requesting complementary use:			
Date of use:		Date of WG meeting:	
RECOMMENDATION TO PARISH COUNCIL:			

Tick if applicable	Consideration	Comments
☐	Is the Pavilion or Community field available on the requested date?	
☐	Is the requested date peak or off-peak/likely to be booked by a full paying hirer?	
☐	Is there a charge for attending the event?	
☐	Will the event raise money from Third Party groups (like stall holders?)	
☐	Is the requested use a one-off or regular hire?	
☐	What is the reputation of the group applying for complimentary use and do the group benefit the community?	
☐	Is there a benefit to the community with the event and would this be an appropriate use of community resources?	
☐	Does the group/event holder have access to funds to pay for the event?	
☐	Are you applying for a grant from an external source to help cover the cost of your event? Please tell us more.	
☐	Would the complimentary hire be fair to other user groups?	
☐	Is there a cost to the Parish Council in approving complimentary use (cancelling other use, energy, staff, cleaning, etc?)	
☐	Has the group/event previously booked or had concessionary or complimentary use previously and are there any comments subsequently?	