ALBERT WILSON MEMORIAL FIELD

Registered Charity No. 521146

FFORDD PENRHWYLFA, PRESTATYN, DENBIGHSHIRE. LL19 8AH

Hire & Camping Terms and Conditions

PLEASE READ CAREFULLY

DEFINITIONS AND CONTACTS

The Owners of the Site are referred to as “The Trustees”

The Users of the site are referred to as “The Organisation”

BOOKINGS - A

1.Bookings can only be made by completing the booking form and this must be accompanied by a non refundable deposit of £100.00.

2. Bookings will only be confirmed when the above is complied with.

3.The booking form will contain various information including the financial terms for the use of the site. Any items required over and above the standard provision must be advised at least four weeks prior to the start of the camp.

4.The final payment must be paid within 14 days of the start of your camp. If payment is not received we may refuse your right to camp with us.

ARRIVAL AND DEPARTURE - B

1.It is made clear that normal change over time is 12 noon. It is recognised that where a camp has to travel a long distance, overnight travel on a Friday evening is either unavoidable or more convenient. If this involves an early arrival on site on Saturday morning any outgoing camp must not be inconvenienced in any way at all and will need every opportunity to pack up, clean up and do all the jobs that require doing on the last day of camp. This means that the first meal of an incoming camp should be late lunch or early tea. By arrangement with the outgoing camp, particularly during inclement weather, kit may be deposited under cover. The incoming camp must not disturb the outgoing one and must not occupy the sleeping tents until the outgoing camp have left the site. During inclement weather the incoming camp would not be expected to get soaked, but to be allowed to use the marquee is a matter of courtesy and not as a right.

There is ample scope for give and take on both sides, and to be helpful to one another, but the attitude of a few incoming camps has on occasions been un-Christian to the point of being ill mannered and even aggressive. Early contact between adjacent camps helps to smooth matters.

2. Advance Parties can usually be accommodated but they must be organised and must be agreed by The Trustees at least 8 weeks prior to the date of the camp. They may need to provide their own tents. This needs the approval of the outgoing camp.

3.If appropriate, meter readings should be taken with both a member of the site staff and a member of The Organisation present.

4. Upon arrival a nominated member from the Organisation will conduct a site walk with a nominated member from the Trustees to complete an induction. A signature is required from the Organisation to state they are happy that the site is safe and suitable for there use.

5. Depending upon any previous users of the site sleeping or other tents may be already erected or if it is the first camp on the site the Organisation will be responsible for erection of these. In this case our site staff will provide advice. This does not include any marquee which will be erected by our Contractor or site staff. Movement of tents should be kept to a minimum to avoid needless wear and tear on canvas and pegs.

6. Departure should be planned to complete all the necessary work to be away from the site by 11-30 a.m at the latest

7. At the end of each camp, unless it is the last one on that field, the tent curtains are to be rolled up and groundsheets folded towards the centre of the tent unless advised otherwise by the site staff. All general areas must be cleared of all items, including litter, and any camp beds, or other items provided by The Trustees returned to the locations as indicated by the site staff.

8. If the Camp is the last one on the field you will be expected to assist our site staff by striking the sleeping or other small tents. If this is the case the Organisation will be informed in advance.

9. If you leave the site unattended on the Saturday morning you will be responsible for any damage unless specific arrangements have been agreed with The Trustees in writing.

INSURANCE - C

1.The Insurance Policies of The Trustees cover Third Party Liability, Fire, Storm and Tempest on the Buildings and Equipment belonging to them. The Policies do not cover loss or damage to tentage or equipment due to carelessness or vandalism. They also do not cover losses due to power failure or breakdown of equipment.

2.The Trustees Insurance does not cover any item whatsoever which is brought to the site by any member of The Organisation.

3.The responsible Leaders/Officers of The Organisation must warrant that :-

a) They have an Insurance policy covering their members against all incidents which may occur during the period of the camp and
b) That the Rules of The Organisation as to permission to hold the camp have been duly complied with.

VEHICLES –D

1. There is a 10mph speed limit on the track leading to the site and on the whole of the site itself.
2. Only the designated accesses should be used.
3. Motor vehicles of any description and caravans (only allowed on the site with the expressed written permission of The trustees) brought onto the site are at the sole risk of the Owners and The Trustees accept no responsibility for the loss or damage to such vehicles.
4. An area should be designated for the parking of vehicles.

SITE SERVICES – E

1. All services of Water, Electricity and Gas entering the site are metered. Normally the cost of supplies is included in the site camping fee, however The Trustees reserve the right to make separate charges based on consumption. The Organisation will be informed if the latter is the case.
2. Every effort must be made to ensure that there is no excessive consumption of services.
3. No alterations to gas, water or electric services can be allowed. Any Service problems can be reported to Transco or Scottish Power, but any action must be reported to the Site Manager forthwith.

Contact details of the Service providers are available on the notice board.

4. Refuse is not collected by the Local Authority and therefore The Trustees have arranged for a skip to be provided for the disposal of refuse sacks. These must not be over filled and must be securely tied at the top prior to disposal. No loose food must be put directly into the skip but placed in a sack. It is suggested that an empty carton or wastepaper is placed in the bottom of the sack to absorb most of the moisture. NOTE: Certain materials cannot be put into the skip. See the notice Board for prohibited items. Any camp contravening the Regulations will be held responsible for any subsequent actions taken by the Authorities. Any cartons should be flattened before putting them in the skip.
5. All the drainage of the site is pumped into the sewers in Ffordd Penrhwylfa. The pump is designed to cope only with normal toilet use. **Under no circumstances must anything other than this be flushed down the WC pan**. Any other matter such as items of feminine hygiene or any type of cloth or clothing must be placed in the sani-bin provided. The Organisation will be held responsible for any failures of the system and consequential costs arising from failure to observe these requirements. The Organisation is responsible for the daily cleaning of the Toilet Block, removal of items placed in the bins and also for the provision of soft toilet tissue.

BUILDINGS – F

1, It is the responsibility of The Organisation to keep all the buildings which they use during their camp in a neat, tidy and hygienic state and this must be done on a daily basis. This particularly applies to the Cookhouses, Toilets, Showers and Chapel. When the use of the Showers and Chapel Building are shared with an adjacent camp there should be reciprocal arrangements for cleaning.

2.Our staff will try to ensure that everything is clean at the start of your camp but unfortunately this will depend on the state it has been left in by the previous occupants.

3.Please leave the equipment and buildings in a state in which you would like to find them. Remember, The Organisation will be held responsible for any loss or damage which occurs during the camping period.

4.The Cookhouse in No. 2 Field has been refurbished and many new appliances fitted. It is expected that The Organisation will respect this and make special efforts to maintain the cleanliness of appliances and utensils. If the deep fat fryer is used it must be emptied at the end of the camp. It is suggested that any container brought to the site containing oil or fat is kept for use when the fryer is emptied. Please note however that disposal cannot be put in either the Skip or the drainage system.

5.The Environmental Health Authority require that the cookhouse buildings including the store areas are only used for their stated purposes and not for drying clothes and not for meetings etc. The Authority have the right to inspect at any time without notice.

6.The cookhouses must be kept as **NO SMOKING AREAS INCLUDING E-CIGARETTES**.

7.The Trustees will provide a list of cooking utensils belonging to them for use in the kitchens and The Organisation will be responsible for the provision of all others. Any

item thus provided must not be mixed up with those provided by The trustees. Some items provided by The Trustees may be shared with the adjacent camp.

CARE OF EQUIPMENT AND THE SITE - G

1. Normally our Site Staff will not be on site apart from the Saturdays at the start and end of the camp. Site staff are contactable 24/7 during your visit to the site.

2. The Organisation will therefore be responsible for securing pegs and guys of all tents including any marquee. This will be especially so during inclement weather. Unfortunately, there are often fairly high winds in the Prestatyn area. Do not drive pegs into the ground so that removal becomes impossible. Guy ropes must not be shortened by cutting or knotting. Move the peg if more adjustment is necessary. Make sure that all tents are properly brailed down to the ground. In rough and rainy weather, it is recommended that tents should remain closed and closely supervised.

3. Whilst the Trustees do not insist of a night duty officer, it is strongly recommended that some arrangement is made for checking all the canvas last thing at night and even during the night in the interest of safety and security, and to ensure ready help for any camper who is unwell.

4. Any equipment such as camp beds, chairs, tables etc. which are issued from The Trustees stores must be returned at the end of the camp.

5. Certain lighting may be provided in the marquee by The Trustees. It is most that standards of safety be observed and for this reason any alterations or extensions must comply with the current regulations of The Institution of Electrical Engineers.

6. The site drains as well as any and better than most. If therefore there is a long period of rain, the digging of trenches does nothing to ease the situation, it only causes damage to the ground as is a source of trouble to the following camp and the farmer.

Therefore, NO NOT in any circumstances DIG TRENCHES.

7. In the interests of Safety and Preservation, as far as possible, all mallets and spare pegs should be under the control of leaders and out of the reach of children

RESPONSIBILITIES AND GENERAL INFORMATION – H

1. **The Organisation is responsible for warning members not to smoke including e-cigarettes or use naked lights of any description in the sleeping tents or marquee. This is emphasised on the Equipment Booking form. The Organisation will be responsible for ensuring that the proper instructions are issued as to Fire Precautions; as to arrangements for giving a Fire Alarm and having a Fire Drill at least once during a week during camp. The site telephone can be used to call the Fire Brigade in an emergency**.

2. The Organisation is expected to keep the camp site clean and tidy and leave the same in as good state as they would expect to find it. Regular litter sweeps during the camp will obviate the need to reserve much time on the last day of camp.

3. The Organisation will be held responsible for any loss or damage to any of the buildings and equipment allocated for their use or listed on any inventory supplied whether any of the same be hired or belong to The Trustees. The Trustees reserve the right to charge for repairs and/or replacement.

4. Provisions should be made by The Organisation to make available an adequate First Aid Kit and for a named person to be responsible for it.

5. Lists of Services such as hospital, doctor, dentist, local suppliers and other amenities etc. are available upon request and are usually available on the cookhouse notice board.

6.Access to both camping fields for vehicles is via the main gate in Ffordd Penrhwylfa adjacent to Plas Morfa Farm and thereafter by defined tracks. Short cuts damage the grass. It is also requested that vehicles are parked in an orderly manner. Pedestrians may use either the vehicle access or through the pedestrian gate in Field 2 which is into Towyn Close and then Ffordd Penrhwylfa.

7.Other fields (except for pedestrian access to the footpath) and buildings not hired by you are strictly out of bounds, Likewise the Farm and also for safety reason the Railway. The storage buildings, caravans and Pump House are also likewise out of bounds.

8. It is expected that all users of the site will have consideration for other people whether they be in the adjacent camp or the local neighbours. All users should behave in a manner so as not to cause danger, distress or upset to a third party or damage to property. The Trustees reserve the right, without notice, to terminate arrangements with The Organisation and to make charges for any such damage or loss.

9.Camp Leaders are requested to regulate noise caused by the playing of musical instruments, stereo systems, radios and the like so as not to cause annoyance to neighbours. A 'Lights out' should be enforced at 22:30 to ensure disturb local residents.

10.It is also expected that Camp Leaders will ensure that campers entering the site, particularly late at night, do so in a quiet manner so as not to disturb local residents and have some control over the venues frequented.

11.The use of the following is strictly prohibited on the camp site;

Straw
Fireworks / Flares
Paint Spray Cans
Klaxons / Air Horns / Megaphones (or other similar items capable of making loud noise)
Firearms Including air guns or other dangerous weapons
Gas Keg (Above 5kg) – Unless approved in writing with the Trustees

12. Campfires are permitted, these must take place in the designated area and with consent of the Trustees. A written risk assessment must also be conducted to mitigate risk to the campsite and surrounding areas.

12.5 Drones are permitted but must be flown within the Drone Law

13.In the interest of hygiene and for other sufficient reasons The Trustees discourage the practice of bringing dogs or other animals to the site – farmer excepted.

14.The site telephone (Number 01745 854045) will generally only take incoming calls. It can however be used to make calls for Emergency Services.

15.The Trustees will not be responsible for any charges or other matters which result from The Organisation ordering food or other items to be delivered to the site. The terms of Business, including delivery and payments, The Organisation discounts etc. are a matter between The Organisation and the supplier. Any arrangement for delivery of food prior to the date of the camp is the sole responsibility of The Organisation.

16. It must be noted that The Site does not have a Television License. It is therefore necessary that The Organisation ensures that if a television set is brought to site that The Law regarding the viewing of Live Television Programmes are complied with insofar that there is a valid License covering the equipment. The Law also applies to viewing of programmes on a Laptop or Mobile Phone. The Trustees will not be responsible for any breeches of these regulations.

17. Should The Organisation wish to make any changes to confirmed arrangements they must be notified, in writing, as soon as possible. The Trustees will endeavour to assist in these matters but it cannot be guaranteed that all requests are met.

These Rules, Information and Conditions for the use of the site supersede all previous ones and are subject to alteration at any time.

January 2020