

Bevendean Community Pub: Room Usage Policy

This policy governs the use of the Bevy as a venue for meetings and other events. It is adopted by the elected Society Board, and will be put before members at the 2015 AGM.

1 Principles

- [The Bevy is a community-owned facility, built with the time, money and effort of the community.
- [As a co-operative, the Bevy is guided by the co-operative values of democracy, solidarity, equality and openness
- [The Bevy will always be somewhere where every member of the community should feel able to undertake activities with others, and so the goal of this policy is to ensure that the pub retains a good name within the community as a safe, welcoming and enjoyable venue.
- [Users of the The Bevy's facilities is only open to organised groups and informal groups of individuals who support these values and goals, and in particular do not participate in or support discriminatory actions towards people in the community on the basis of (but not exclusively) their ethnicity, religion, ethnicity, gender, sexual orientation.

2 Costs

- [Room hire charges for community groups will be kept as low as possible and should not prevent legitimate usage of The Bevy.
- [Room hire charges for commercial and funded organisations will be competitive and reasonable.
- [Deposits may be charged, in such amounts as reflect the costs to the pub of a cancellation or the potential risk from the meeting.
- [A 50% non-refundable deposit may be required.

3 Hire by Groups

- [Any group of people who wishes to use The Bevy's facilities must first register with us. Only registered groups can use The Bevy's facilities.
- [Registration is by completing a form on The Bevy website (or available from the pub itself) providing details about the nature of their group.
- [The registration must be agreed by the Board before hire can be agreed – The Board meets fortnightly, so please allow time for your application to be

reviewed. The Board can require additional information if they feel it necessary.

- [In registering, a group agrees to support the values of The Bevy and to not act in any way to contravene them. Any group who the Society believes does not share those values, or whose usage causes The Bevy's commitment to those values to be questioned, will be refused approval to register, or will be de-registered.
- [Once accepted, a group can use the booking form on the site to book a room.

4 Hire by Individuals

- [People can book rooms for parties and meetings without having to register, but must provide all information to The Board about the proposed use they wish to hire the room for.

5 Hire by commercial organisations

- [Any business which wishes to use The Bevy's facilities must first register with us. Only registered businesses can use The Bevy's facilities.
- [Registration is by completing a form on The Bevy website (or available from the pub itself) providing details about the nature of their business.
- [The registration must be agreed by the Board before hire can be agreed – The Board meets fortnightly, so please allow time for your application to be reviewed. The Board can require additional information if they feel it necessary.
- [In registering, a business agrees to support the values of The Bevy and to not act in any way to contravene them. Any business which the Society believes does not share those values, or whose usage causes The Bevy's commitment to those values to be questioned, will be refused approval to register, or will be de-registered.
- [Once accepted, a business can use the booking form on the site to book a room.

6 Cancellations and Refusals

- [Bookings will be made via The Bevy website or the forms available from The Bevy. The Bevy staff are responsible for bringing any concerns to the attention of the Board, whose decision will be final.
- [In all cases, the society board reserves the right to cancel or refuse any booking if it considers to allow the event to be booked or to proceed

exposes the pub and the society to any potential risk, be that reputational, physical, personal or financial.

- [Should the Board believe that any misrepresentation of the nature of a booking be made by a group, or by individuals, or by a business, then any bookings will be cancelled immediately, and individuals or groups or businesses will be prevented from using the facilities in future.
- [Any decisions are final and not subject to appeal under rules of the society.

Dated : January 2015

