

Bridge and Chess Club Hirer's Guide – Covid adapted

Access

The club owns the ground floor of the premises and the owner of the 1st floor rents it out to a tenant. They have access via a separate door to the west of the building. They are able to park up to 2 cars in the parking area. If you need to park on the local roads, please check the parking restrictions and park only in marked spaces to avoid any disruption for the local residents

There are two options for gaining access to the premises – the first is for a key holder to open and close the premises and the second is the use of the key cabinet located by the club entrance. The key code can be obtained from a committee member in advance of use. The key cabinet contains 2 keys – one to the main entrance and the other for the kitchen. If you require use of the 'Chess Room' then the key for this is in a cabinet in the kitchen – facing you as you enter the kitchen. This also has keys for unlocking the windows.

In addition to the club main entrance there is an exit which can be used in the case of emergency. This is accessed through the computer room into the lobby for the upstairs flat as shown on the plan.

Facilities

Kitchen

The hire charge would normally include the provision of free tea, coffee, and squash. However, during the period of the Covid pandemic, the kitchen will not be available for use during the hire other than to access the first aid kit if required.

First Aid

There is a first aid kit in one of the upper cupboards in the kitchen as shown on the site plan.

Toilets

There are 3 cubicles as shown on the plan. The ladies wc doubles up as the disabled facility.

Heating

The heating controller is in the main room as shown on the plan. If you change from automatic to manual to change the temperature, please return it to automatic when you leave.

General conditions of use

You are responsible for any damage to any of the premises or contents. Should there be any damage please advise your club contact of the details.

You will leave the premises in a tidy state –the tables and chairs should be returned to the way you found them – see plan for table location.

Please leave the premises secure – closing and locking all windows and doors and return the two keys to the key cabinet by the entrance door and lock it.

If you experience any problems with the premises, please speak to the person who made the hire agreement with you.

Provision of any health and safety measures relating to safe use of the premises during the Covid pandemic is the sole responsibility of the hirer, including but not limited to the provision of sanitiser and controlled entry and exit.



