

TERMS AND CONDITIONS FOR USE OF FOOTBALL/RUGBY FACILITIES

2019 - 2020

1.0 BRISTOL CITY COUNCIL'S RESPONSIBILITY

- 1.1 Bristol City Council and/or its contractors will carry out a programme of work, to maintain football/rugby pitches within Bristol Parks to a clean and safe standard.
- 1.2 Teams who rent a pitch on a seasonal basis will receive a maintained pitch and pitch markings, regardless if they use or do not use the changing facilities. Posts are provided where possible.
- 1.3 Bristol City Council reserves the right to double mark any of our pitches.
- 1.4 Bristol City Council reserves the right to make changes to pitch and/or venue allocations throughout the football season. We will endeavour to provide your allocated pitch, but at times this may not be possible.
- 1.5 Bristol City Council will check all equipment is stored correctly and in a clean and safe standard.
- 1.6 Bristol City Council will provide training in August to all teams need to erect/take down posts and who have opted to use our equipment. This training is mandatory and any teams, who have not completed it, will not be able to use our equipment. Date and time will be provided in booking confirmation letter.
- 1.7 Bristol City Council will clean and tidy communal areas, showers and check the heating and hot water is working correctly.
- 1.8 Netham Park and Muller Road Rec only – Facilities will be opened and closed on behalf of the teams. All teams will be provided with opening and closing times.
- 1.9 Teams who rent pitches on a self-manage basis are responsible for all aspects of pitch maintenance.
- 1.10 All fixtures updates will be processed within 5 working days. We will not notify of the changes. Live fixtures can be found at www.bristol.gov.uk/parkspitchupdate
- 1.11 Bristol City Council and/or its contractors will assess ground conditions on a Friday for weekend games, and on the same day for matches on weekdays. If the ground conditions are such that matches should be cancelled the following notifications will be made:
 - Website update – www.bristol.gov.uk/parkspitchupdate

- Facebook update – www.facebook.com/bccsportslettings
- Twitter update - www.twitter.com/bccsportslets

2.0 FOOTBALL/RUGBY TEAMS RESPONSIBILITY

- 2.1 Teams who rent pitches from Bristol City Council should ensure that a league-approved referee is available and present at each match played.
- 2.2 To read and understand the Yellow/Red card system attached to the Terms and Condition. When an item mentioned below is part of the yellow/red card system it with clearly labelled.
- 2.3 The home team, in liaison with the referee, should inspect the pitch prior to the start of each match. If, in the opinion of the home team or referee, the pitch is not fit to play, or if there is a problem with equipment provided by Bristol City Council (e.g. goal posts, corner flags), the game should be cancelled. Bristol City Council should then be notified at the earliest opportunity of the problem, to enable the Area Manager to take the appropriate action.
- 2.4 If teams play on an unfit pitch they will be charged for the reinstatement of the pitch and issued with a red card. An unfit pitch is one Bristol City Council or a qualified referee has cleared unfit.
- 2.5 Teams are responsible for making sure that:
- First aid arrangements are in place
 - Fire evacuation plans are in place
 - Dealing with a trip hazard plans are in place
- 2.6 Teams must immediately report the following problems to Emergency Control on 0117 922 2100:
- Boiler/hot water problems
 - Any accidents
 - Damage to a building
 - Unable to secure a building during and after play
 - Damage to equipment
- 2.7 Teams who are opting to use our equipment will need to attend training in August. This training is mandatory and any teams, who have not completed it, will not be able to use our equipment. Date and time will be provided within the booking confirmation letter.
- 2.8 Teams who are opting to use our equipment are responsible for storing all equipment in a tidy, clean and safe way. If, when carrying out our weekend checks this has not happened, teams will be issued with a Breach of Terms and Conditions fine.
- 2.9 Teams who cause damage to any of our equipment will lose their full equipment deposit so replacements can be ordered.
- 2.10 Teams who lose or do not return their key to a changing facility at the end of the season will lose their full key deposit so a replacement can be ordered.
- 2.11 Teams, who wish to use their own equipment, must check before ordering that they will fit our posts.

- 2.12 Netham Park only – Facilities will be opened and closed by Bristol City Council staff. Teams will be responsible for putting up and taking down their own nets.
- 2.13 Canford Park only – If damage is caused to the posts when they are erected/taken down by a team, the team responsible are liable for the damage repair costs.
- 2.14 Teams who do not comply and play on a different pitch to the one issued on the Friday before a game is due to be played will be issued with a £15 Breach of Terms and Conditions fine. If a team breaks this rule will stay on record for three home games and could result in a four week ban – see yellow/red card system.
- 2.15 Teams who are provided with a key to access a main gate of a park, must ensure that it is locked and no cars are left inside after the game(s) have finish, this including other park users. If anyone is locked in and a call is made to Emergency Control requesting the release of a car, all teams present on the date of incident will be liable for the £27 charge. This will be split equally between the teams.
- 2.16 The home team should ensure that no rubbish is left on the pitch or in surrounding areas. If teams fail to comply, a Cleaning Fine of £15 will be issued and appropriate photographic evidence will be taken and provided to the Hon. Secretary on issue of the fine. If a team breaks this rule they will be issued with a yellow card.
- 2.17 Teams who use the changing facilities should keep changing rooms clean and tidy and clear of rubbish. If teams fail to comply a Cleaning Fine of £15 will be issued. The teams Hon. Secretary will be provided with photographic evidence on issue of the fine. If a team breaks this rule, it will stay on record for three home games and could result in a four week ban – see yellow/red card system.
- 2.18 Boots should NOT be cleaned in the shower area, sinks or changing rooms. Boots should be bagged and taken home for the players to clean. If any team members are caught doing so, or evidence is found, a Cleaning Fine of £15 will be issued. The teams Hon. Secretary will be provided with photographic evidence on issue of the fine. If a team breaks this rule, it will stay on record for three home games and could result in a four week ban – see yellow/red card system.
- 2.19 All teams are reminded that it is illegal to smoke within the changing rooms. If a team breaks this rule, it will result in an automatic four week ban – see yellow/red card system.
- 2.20 Teams are responsible for their opponents, their behaviour and litter left. Teams should make all visitors aware of the yellow/red card system. A copy will be displayed on the wall of each changing room.
- 2.21 Teams will refrain from the use of offensive language on and off the pitch, and act in a considerate manner towards nearby residents and other park users.
- 2.22 Any abusive and/or inappropriate behaviour will be treated very seriously. If a team breaks this rule, it will result in an automatic four week ban – see yellow/red card system.
- 2.23 Training is not permitted on any of our Bristol Parks pitches. If a team breaks this rule, it will result in an automatic four week ban – See yellow/red card system.
- 2.24 Teams who cause wilful damage i.e. damage to lights, showers, benches, doors etc. tearing down notices or writing graffiti will be charged the cost of putting right the damage caused. It will also result

in an automatic four week ban – see yellow/red card system.

- 2.25 Teams need to make sure all lights and taps are turned off before leaving any of our buildings. Should a tap be left on the team will be charged for the additional water wastage.
- 2.26 Teams shall indemnify and keep indemnified Bristol City Council from and against all loss and damage, actions, proceedings, suits, claims, demands, costs, damages and expenses in respect of injury to or the death of any person/damage to any property (moveable or immovable) or otherwise by reason of or arising as a result of the negligence of any team member or its supporters.
- 2.27 Teams shall take out and maintain Public Liability Insurance in respect of claims arising out of its liability. The sum shall not be less than £5,000,000 for any one occurrence or series of occurrences arising out of one event. Documentary evidence that insurance has been taken out and is being maintained shall be included with the application form for inspection by Bristol City Council, without the relevant insurance documents teams will not be allowed to start the season.

3.0 BOOKINGS AND CANCELLATIONS

- 3.1 For any changes to the fixture list, teams paying a seasonal fee have priority in reserving the pitch allocated to them (subject to availability) up to 12.00pm on a Monday, but may still book pitches up to 11.00am on the Thursday prior to the weekend match.

WEEKEND MATCHES

- 3.2 For games due to take place on a Saturday or Sunday, cancellation must be made no later than 12pm on the preceding Thursday.

MIDWEEK MATCHES

- 3.3 Midweek games are only permitted on a Tuesday, Wednesday or Thursday during the first two weeks of the football season, and April.
- 3.4 For games due to take place on a Thursday, booking/cancellation must be made by no later than 4.30pm on the preceding Thursday.
For games due to take place on a Wednesday, booking/cancellation must be made by no later than 4.30pm on the preceding Wednesday.
For games due to take place on a Tuesday, booking/cancellation must be made by no later than 4.00pm on the preceding Tuesday.
- 3.5 Any teams found to play a match without prior approval it will stay on record for three home games and could result in a four week ban – see yellow/red card system.
- 3.6 The Sports Lettings Officer should receive any alterations to fixtures by the time stated above.
- 3.7 There will be an administration charge of £75.00 to any teams cancelling their pitch application between the 1 August 2019 and the start of the 2019/2020 football season.
- 3.8 Where a team cancels their pitch application after the start of the season, the Secretary will be liable for the full seasonal fee. In cases where the team wishes to withdrawn from the league, Bristol Parks requires one month's written notice from the Hon. Secretary.

4.0 SEASONAL FEES AND VENUES

- 4.1 There is a non refundable £15 administration fee for processing an application.
- 4.2 Charges increase annually based on the Retail Price Index.
- 4.3 Each pitch will have two teams allocated to it on each day it is available for play. This is to accommodate home and away matches.
- 4.4 Seasonal hire charge is based on an allocation of a set number of home games, any additional games will be charged separately. See relevant tables below for more information.
- 4.5 Any games not used, as part of a teams seasonal hire charge allocation, are notn-refundable or non-transferable between a Clubs different teams.
- 4.6 Deposits will be taken upon application based on the facilities and/or equipment being used. Your application will not be processed until the deposit has been made. Once we receive your application we will send you a link to our online shop where you will have 7 working days to make payment.
- 4.7 Deposits are fully refundable at the end of the season on return of keys issued and/or as long as any equipment used hasn't been damaged during the season. Please see 2.9 and 2.10 for more information.
- 4.8 Netham Park only – Facilities will be opened and closed by Bristol City Council staff. Teams will be responsible for putting up and taking down their own nets.
- 4.9 The following pitches are available for seasonal hire in 2019/2020:

Venue	Number of pitches available
Canford Park, Westbury on Trym (Saturday only)	2 x 11v11 pitches, 1 x 5v5 pitch.
Dorian Road	1 x 11v11 pitch, 1 x 9v9 pitch No facilities or equipment are available.
Dundridge Farm, St George	2 x 11v11 pitches
Greville Smyth, Bedminster	1 x 11v11 pitch, 1 x 9v9 pitch, 1 x 7v7 pitch, 1 x 5v5 pitch
Eastville Park, Eastville	3 x 11v11 pitches
Kingshead Lane, Bishopsworth	1 x 11v11 pitch, 1 x 9v9 pitch
Muller Road Rec	2 x 11v11 pitches, 3 x 9v9 pitch or 7v7 pitch
Netham Park, Easton	3 x 11v11 pitches, 1 x county pitch, 1 x 9v9 pitch or 7v7 pitch
Oldbury Court, Fishponds	1 x 11v11 pitch, 1 x 9v9 pitch, 1 x 7v7 pitch or 5v5 pitch

Redcatch Park, Knowle	2 x 11v11 pitches
Wellington Hill	1 x 7v7 pitch

4.10 The following charges apply per team for seasonal pitch hire in 2019/2020:

Based on an allocation of up to 12 home games			
Adult team 11 v 11 pitch	Seasonal charge	Deposit	Each additional game
Full facilities	£717.00	£150	£60.00
Pitch and changing only	£484.00	£50	£40.00
Pitch and equipment only	£484.00	£150	£40.00
Muller Road – Full facilities	£767.00	£150	£64.00
Muller Road – Pitch and changing only	£534.00	£50	£45.00
Muller Road – Pitch and equipment only	£484.00	£150	£40.00
Netham Park – Full facilities	£790.00	£100	£66.00
Netham Park – pitch and changing only	£534.00	£0	£45.00
Netham Park – pitch and equipment only	£534.00	£100	£45.00
Pitch only	£250.00	£0.00	£21.00

Based on an allocation of up to 10 home games

Youth team 11 v 11 pitch	Seasonal charge	Deposit	Each additional game
Full facilities	£359.00	£150	£36.00
Pitch and changing only	£255.00	£50	£26.00
Pitch and equipment only	£255.00	£150	£26.00
Muller Road – Full facilities	£382.00	£150	£38.00
Muller Road – Pitch and changing only	£301.00	£50	£30.00
Muller Road – Pitch and equipment only	£278.00	£150	£28.00
Netham Park – Full facilities	£397.00	£100	£40.00
Netham Park – pitch and changing only	£278.00	£0	£28.00
Netham Park – pitch and equipment only	£278.00	£100	£28.00
Pitch only	£125.00	£0	£13.00

Based on an allocation of up to 8 home games			
Youth team 9 v 9 pitch	Seasonal charge	Deposit	Each additional game
Full facilities	£359.00	£150	£45.00
Pitch and changing only	£255.00	£50	£32.00
Pitch and equipment only	£255.00	£150	£32.00
Muller Road – Full facilities	£382.00	£150	£48.00
Muller Road – Pitch and changing only	£301.00	£50	£38.00
Muller Road – Pitch and equipment only	£278.00	£150	£35.00
Netham Park – Full facilities	£397.00	£100	£50.00
Netham Park – pitch and changing only	£278.00	£0	£35.00
Netham Park – pitch and equipment only	£278.00	£100	£35.00
Pitch only	£125.00	£0.00	£16.00

Based on an allocation of up to 8 home games			
Youth team 7 v 7 pitch	Seasonal charge	Deposit	Each additional game
Full facilities	£359.00	£150	£45.00
Pitch and changing only	£255.00	£50	£32.00

Pitch and equipment only	£255.00	£150	£32.00
Muller Road – Full facilities	£382.00	£150	£48.00
Muller Road – Pitch and changing only	£301.00	£50	£38.00
Muller Road – Pitch and equipment only	£278.00	£150	£35.00
Netham – Full facilities	£397.00	£100	£50.00
Netham Park – Pitch and changing only	£278.00	£0	£35.00
Netham Park – Pitch and equipment only	£278.00	£100	£35.00
Pitch only	£125.00	£0.00	£16.00

Based on an allocation of up to 6 home games			
Youth team	Seasonal charge	Deposit	Each additional game
5 v 5 pitch			
Full facilities	£359.00	£150	£60.00
Pitch changing only	£255.00	£50	£43.00
Pitch and equipment only	£255.00	£150	£43.00
Muller Road – Full facilities	£382.00	£150	£67.00
Muller Road – Pitch and changing only	£301.00	£50	£38.00
Muller Road – Pitch and equipment only	£278.00	£150	£46.00

Netham Park – Full facilities	£397.00	£100	£66.00
Netham Park – Pitch and changing only	£278.00	£0	£46.00
Netham Park – Pitch and equipment only	£278.00	£100	£46.00
Pitch only	£125.00	£0.00	£21.00

4.11 Should we need cancel play; this will not affect the total number of games you have used as part of your seasonal game allowance.

4.12 Should you not cancel a booking and a pitch is prepared for you, a game will be deducted from your seasonal game allowance.

There are two methods of payment available for the seasonal hire of pitches:

4.13 Invoice

Payments can be made in two instalments. Club Secretaries will be invoiced in September 2019 and February 2019. Payment must be made within 30 days. Please see invoice for a full list of ways you can make your payment.

4.14 Direct Debit

Payments can be made in seven monthly instalments, beginning on the 25 September 2019. All teams wishing to pay by Direct Debit will need to complete a new Direct Debit Mandate form and return it with their application.

5.0 ARREARS

5.1 Failure to make payment within 30 days will result in the temporary withdrawal of facilities. Reinstatement will only be arranged upon full payment. Payment will need to be with us the Wednesday before the weekend match is due to be played to guarantee reinstatement.

5.2 Teams with outstanding invoices, or part thereof from any previous season with Bristol Parks will not be granted a pitch for the coming season until full payment has been made, regardless of a change to the club secretary.

6.0 PREPARATION CHARGES

In the event of late cancellations or any unnecessary preparation work being carried out, a charge of £30 will be made. To avoid incurring a cancellation charge, teams must notify the Sports Lettings Officer of a cancellation no later than 12pm on the preceding Thursday.

7.0 SUB LETTING

The seasonal booking applies only to the club that has made the booking; therefore no sub-letting of the allocated pitch may be made without the prior written consent of Bristol City Council.

8.0 EVENING MATCHES

8.1 Evening matches are permitted when a club has key access to open and close changing facilities:

8.1.1 During the first two weeks of the football season

8.1.2 During April on a:

Tuesdays and Wednesdays – Saturday clubs

Thursdays – Sunday teams (as agreed by Sunday Leagues, 25 February 1981)

9.0 DOUBLE FIXTURES

Double fixtures are not permitted unless prior application is made in writing at least two weeks in advance of the scheduled matches. Where permission is given, additional attendance charges will be made for any time in excess of the normal match duration of one and a half hours.

10.0 FIXTURE CLASHES

It is the responsibility of the Club to resolve any clash matches, including clashes that occur during the football season. We cannot guarantee we will move you to another pitch or venue so the clash game can go ahead. The seasonal fee only covers matches on the allocated pitch and therefore if teams require additional pitches there may be an additional charge (as per the pricing schedule). Clubs are informed that all clashes should be resolved before final fixture dates are submitted to Bristol Parks.

11.0 CUP MATCHES

When fixtures are submitted at the beginning of the season, cup matches will not be accepted. This is due to the fact that teams are unable to confirm these games in advance. As soon as teams are aware that pitches are needed for cup games they should contact the Sports Lettings Officer who will book their pitch, subject to availability, providing the request is made no later than 11.00am on the Thursday prior to the weekend match.

12.0 FLAG POLES

All teams are advised that all barbs or points should be removed from all flag posts and that a guide should be used to create the slot/hole to insert the corner flags into the ground. Further to this all teams are advised that plastic poles should be used because wooden posts are no longer acceptable.

PLEASE READ CAREFULLY BEFORE SIGNING

- I have understood all the Terms and Conditions set out by Bristol City Council.
- I agree that all Terms and Conditions will be adhered to at all times.
- I have read and understood the yellow/red card system set out by Bristol City Council.
- I agree that the yellow/red card system will be adhered to at all times.

13.06.19 v6