



Sun Lounge Private Hire- Policy

Holsworthy Town Council – Badock Gardens

As recommended by Parks Committee -February 18th, 2026

Approved date: 4th March 2026 at Full Council

Minute Number: 5828

The Council is making the Sun Lounge in Badock Gardens available for **private hire**. This means groups or organisations can book the space for **community-focused or appropriate private activities**, while ensuring the building remains safe, accessible, and enjoyable for all with a preference given to older community members.

Who can hire the sun lounge?

- Individuals, community groups, or organisations
- Bookings are **subject to approval by the Council**
- The space is primarily for **non-commercial, community activities**

What can it be used for?

- Social gatherings or small community events
- Low-key activities compatible with the park setting
- Activities that are safe, inclusive, and considerate of other park users
- Commercial events or trading at the Council's discretion

Not permitted:

- Sale of alcohol (unless separately licensed and Council approved))
- Any activity that brings HTC into disrepute
- Loud or disruptive activities
- Any activity that may damage the building or park environment

Hours & Booking

- Hire is available by approved application to the council
- Bookings must be made in advance through the Council

- The Council can refuse or cancel bookings for safety, maintenance, or public events

Safety, behaviour & responsibilities

- Hirers must **supervise attendees** and follow Council rules
- No smoking, alcohol use (unless Council approved), or unsafe behaviour is allowed
- Hirers are responsible for any damage or hazards caused during their hire
- A risk assessment may be required for certain activities

Accessibility & inclusion

- The building remains **publicly accessible** on weekdays between 10am and 2pm with exceptions at the Council's discretion.
- Activities should be inclusive and considerate of older residents, mobility needs, and accessibility

Fees & insurance

- Hire fees are set by the Council and payable in advance- **see hire agreement and fees schedule**
- Hirers must hold **public liability insurance where applicable**
- The Council is not responsible for incidents caused by the hirer or their attendees

Council oversight

- The Council may inspect the facility during hire
- Bookings may be refused in future if rules are repeatedly broken
- The Council retains overall control and can close the building temporarily for safety, maintenance, or emergencies

In summary:

The Sun Lounge is a **safe, inclusive space** for the community. Private hire is allowed **in a controlled way** to ensure public benefit, safety, and enjoyment for all with a preference given to older members of the community.