

Conditions for the use of Granville Community Baptist Church buildings and/or property

November 2017

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Objective

The aim of all of these conditions is to protect the buildings and property of the Granville Community Baptist Church and maintain a Christian image within the community. At the same time, we desire to allow members of our church family and of the greater community full enjoyment of our buildings and property, recognising that they are God's careful provisions to us as a Church to be used in His honour and glory.

Introduction

This listing of conditions for use of the Granville Community Baptist Church buildings and/or property commences with those that are of general application. Additional conditions applicable to the use of specific Church buildings then follow.

Applications

- (a) An application for the use of Church buildings and/or property must be submitted to the Church Secretary in writing, stating the proposed programme and specifying the proposed forms of music, entertainment, activities and eating etc.
- (b) Such an application should be in the Secretary's hands before the first Sunday of the month **and** at least four weeks before the proposed activity.
- (c) Advertising is not to be issued nor buildings and/or property used until written approval is received from the Church Secretary.

General principles

- (d) As our buildings are adjacent to residential areas, all music, entertainment and general noise levels must be maintained at an acceptable level so as not to generate undue concern for our neighbours.
- (e) Every effort should be made to regulate unnecessary or constant movement to/from the Church buildings and the property.

Insurance

- (f) All persons, groups or organizations that use Church property must be insured against public liability claims to the amount of at least one million dollars. This may be demonstrated by either:
 - (i) providing the Church with a copy of a certificate of currency for such insurance; or
 - (ii) requesting cover, meeting-by-meeting, from the Church's insurer, on a **chargeable** cost-recovery basis. An estimate of such cost is available upon request.

Fees

- (g) The Church reserves the right to set and impose charges for use of Church property in accordance with Church policy.

Building access

- (h) The building(s) will be opened or keys issued as directed by the Secretary.
- (i) Any permission for use of Church property will specify which building(s), if any, may be used. Access to any other building is **not permitted**.
- (j) Any key(s) issued will be over the signature of a responsible adult, and must not be duplicated or passed onto other persons.
- (k) All keys remain the property of Granville Baptist Church and must be returned upon request.

Parking

- (l) Unfortunately, as our Church property is used by many various people/groups at various times, parking on Church property is **not permitted** unless specifically authorised.
- (m) Such authorisation will generally only be granted for special occasions such as weddings, funerals, etc.
- (n) Vehicles **may** use the Church driveway for loading/unloading in relation to activities being held on Church property (10 minutes maximum) without any specific authorisation.
- (o) Vehicles **may not** be parked on Church grass/lawn areas under any circumstances.

Usage times

- (p) Use of Church buildings and property will be granted within clearly defined times. Such times include set-up and clean-up, they are not programme commence/finish times.
- (q) Persons must not occupy the buildings/property prior to the designated starting time and must have vacated the premises by the designated ending time.
- (r) Notwithstanding any other conditions, all music and forms of entertainment to be completed by 10.30 pm. The buildings are to be vacated before 11.30 pm.

Absolute prohibitions

- (s) Alcoholic liquor and legally prohibited drugs are **not permitted** on Church premises.
- (t) Smoking of any substance is **not permitted** on Church premises.
- (u) Persons of school age or greater are **not permitted** on the play equipment in the Churchyard.
- (v) Consumption of food or drink (including confectionary), other than that for the Lord's Supper, is **not permitted** in the main Chapel building or upstairs in the South St (Jubilee) Hall.

Damage/breakages

- (w) All damages to, or breakages of, buildings, fittings or other items are to be reported to the Church Secretary within 24 hours, except as specified in Clause (x) below.
- (x) If any damage/breakage affects the security of, or access to, the Church buildings/property, the Church Secretary must be notified **IMMEDIATELY** and appropriate security/access provisions put in place.
- (y) All damages/breakages must be either repaired in a professional manner or replaced, at the direction of the Secretary.

Cleaning

- (z) All buildings and/or property used are to be left in a clean and tidy condition.
- (aa) All buildings are to be left locked with all windows closed, and all lights other than designated security lighting are to be turned off when the buildings/property is vacated.
- (bb) The Church will normally provide cleaning materials suitable for use after general activities (these are normally found in the closet off the main stage in the William St Hall).
- (cc) All rubbish generated, in excess of one garbage bagful, is to be removed from the premises.
- (dd) The Church uses a recycling bin provided by Parramatta City Council. Moderate amounts of recyclable material (as defined by the Council) may be placed in this bin if there is sufficient room. Otherwise, such rubbish is to be removed.
- (ee) If either or both of the smaller green garbage bins is full or close to full on Sunday through Thursday, one bin only should be wheeled to the kerb of South St, adjacent to the Church driveway for Council collection.

Miscellaneous

- (ff) Dancing of any description is not permitted on Church property, unless specific approval has been granted.
- (gg) All children/minors must be under adult supervision at all times.

Additional conditions specific to the use of the Chapel

- (hh) Chewing gum is **not permitted** in this building—see also item (v) above.
- (ii) Any furniture items or equipment (e.g. lecterns, microphone stands, tables, chairs, etc) that are moved must be returned to their original locations before the building is vacated.
- (jj) When the main lights in the Chapel building are turned off they require a 15 minute cool-down period before they can be turned back on.

Additional conditions specific to the use of the William St Hall

- (kk) The two fire exit doors **must not** be blocked, i.e. nothing should be placed within the area in front of each door as marked out in yellow.
- (ll) All tables, chairs, room dividers and other equipment used must be returned to the appropriate storage locations, in accordance with the relevant signage, prior to vacating the premises.

Additional conditions specific to the use of the South St (Jubilee) Hall

- (mm) No special conditions.