

## Booking Guidance & Conditions of Hire

In this guide, you will find more information about pitch bookings, our expectations from hirers and a reminder of the conditions you have agreed to.

### Pitch Charges

Type	1 Match	18 Matches	36 Matches
Senior Pitch	£51.50	£416	£735
Junior Pitch	£26.50	£186	£351

### Payment

Payment must be made **in full** to SMBC **before** commencement of the season; no club shall be entitled to use their allocated pitch until full payment has been made.

Non-payment shall result in immediate cancellation of the hiring agreement.

**For information on how to make payment, please see the reverse of your invoice which will be sent to the club's main contact.**

### Fixtures

Dates of your club's home fixtures should be forwarded in advance of the season starting to [parksmanagement@solihull.gov.uk](mailto:parksmanagement@solihull.gov.uk).

Clubs shall only be allowed to use the pitch on the dates submitted, unless a request has been agreed in writing in advance, which may be charged at the single use rate. Any changes to fixtures should be emailed no later than **12pm** on the **Thursday preceding the Saturday/Sunday of play**. If fixtures are not received by the deadline, the pitch may be made available to other users.

### Responsible Usage of Pitches

**The expected behaviours outlined below should be shared with all players and coaches:**

- All players and coaches are expected to behave with consideration for other park users and nearby residents including children and young people. Please try to refrain from using foul or abusive language while playing within the park. Violent behaviour will not be tolerated.
- Instances of poor conduct will be escalated to the relevant league for further investigation.
- All players and coaches are requested to respect the pitches and equipment as part of the hiring agreement.
- The club should leave pitches in an acceptable condition - any damage sustained to the pitches or equipment during a match should be reported to SMBC.

## **Litter Pledge**

We work closely with the local community to ensure parks are well-maintained and litter-free for the benefit of all users. By hiring a pitch from SMBC we ask for your commitment to our litter pledge by **ensuring that your allocated pitch and surrounding area is left clean and litter-free.**

The home team should take responsibility for ensuring all litter generated during the game (by players of either team and supporters) is removed, including drinks bottles and boot tape. If any tape or cable ties are used to secure nets to goalposts, these should be removed and disposed of appropriately. Failure to comply with the litter pledge may result in SMBC seeking to recover costs from the club and terminating the hiring agreement, if the problem persists.

## **Registering with Love Solihull**

We recommend an appointed person registers with the [Love Solihull Community Litter Picking Initiative](#) to obtain a **free** litter picking kit from a local library, which enables your club to safely and efficiently carry out a litter pick. Once registered, Love Solihull will contact you with details of how to collect the relevant equipment.

Any filled litter bags can be left next to the nearest Council bin for collection. Please ensure only Love Solihull green bags are used; additional bag rolls can be collected from your local library on an ongoing basis, once registered.

We would love to hear from any clubs interested in taking part in group litter picks in one of our parks. For more information, email: [lovesolihull@solihull.gov.uk](mailto:lovesolihull@solihull.gov.uk). If your club would like to share any stories of how you are supporting the local community, working towards being a greener club or to highlight your club's litter picks, tag @lovesolihull in your photos on Twitter & Instagram or email: [lovesolihull@solihull.gov.uk](mailto:lovesolihull@solihull.gov.uk)

## **Reporting Issues**

Unfortunately during prolonged periods of poor weather the maintenance of pitches, including line marking, may be impacted. We will endeavour to notify you of any maintenance issues that may arise.

It is the responsibility of the club and league officials to conduct a pitch inspection before each fixture to determine whether the pitch is fit for play.

To report an issue with any Council pitch or equipment (e.g., goalposts), please contact the Council by calling Solihull Connect on 0121 704 8000.

You can use the Council's [report it](#) webpage to report specific park issues such as litter, dog fouling or fly-tipping.

We wish you luck for the upcoming season and thank you for your support in looking after our parks.

Kind Regards  
Public Realm Team

## Conditions of Hire

**Please review the following conditions of hire, as a breach in these conditions may result in your hiring agreement being terminated.**

- Payment must be made **in full** to Solihull Metropolitan Borough Council **before** commencement of the season.
- The club shall not be entitled to use the facilities until full payment is received. Non-payment may result in immediate cancellation of the hiring agreement.
- The club shall only use their designated pitch and shall not use the pitch for any other purpose other than an arranged fixture, nor use any other pitch than what has been allocated
- The club shall not permit any other team, other than a visiting team during an arranged fixture, to play on their allocated pitch.
- The club shall not erect any building, shelter or other structure on the pitch or surrounding areas.
- The club shall not permit any persons to cause nuisance, damage or disturbance to the pitch or surrounding areas. Any damage caused as a result will be charged directly to the club. An invoice for the cost will be sent to the lead contact of the club and use of the pitch suspended until payment has been made in full.
- The club will be held responsible for the good conduct of their team and supporters, as well as the visiting team and supporters. All members of the club should review the 'responsible usage' and 'litter pledge' guidance ahead of the forthcoming season.
- Between November to February, games must be finished by **no later than 4.30pm**
- In exceptional circumstances the Council may declare pitches unfit for play and will liaise with the hiring club(s) as appropriate. On no occasion will a club be allowed to play on a pitch which has been previously declared unfit for play.
- It is the responsibility of the club and league officials to conduct a pitch inspection before each fixture to determine whether the pitch is fit for play. Any issues should be reported to the Council by calling Solihull Connect on 0121 704 8000.
- No vehicles are to be driven or parked on any grass area - parking is limited to the designated areas only.
- The club shall not, without the previous consent of the Council, make any collection of money from members of the public using the park or recreational ground in which the pitch is situated.
- The Council accepts no responsibility for the loss or damage to personal or club belongings whilst using the pitch.
- The Council accepts no responsibility for personal injury sustained during use of the pitches by the hiring club. We recommend all clubs obtain adequate insurance cover e.g., Public Liability and Personal Accident, and that appropriate risk assessments are conducted.
- If the club infringes any of the conditions of this hiring agreement, the Council reserves the right to terminate the agreement with at least 7 days' notice in writing.
- The Council may, at its discretion, make further amendments or additions to the conditions of hire, provided the club is informed of these regulations within 7 days of coming into force.
- These conditions of hire shall in no way affect the operation of the Solihull Metropolitan Borough Council Bylaws for Pleasure Grounds.