

Great Dunmow Town Council: Bookings at Talberds Ley Tennis Courts

Policy Overview

This document sets out the policy on booking tennis courts at Talberd's Ley.

1. Who can book the courts?

The Courts are open for public bookings to anybody, including citizens of Great Dunmow, local and professional sporting teams, athletes and coaches.

There are two tennis courts available for hire at Talberds Ley.

2. Who is responsible for running the courts?

The Courts are owned and managed by Great Dunmow Town Council.

3. Making a booking as a member of the public

Bookings are administered by Great Dunmow Town Council, Foakes House, 47 Stortford Road, Great Dunmow, CM6 1DG.

- Courts are booked in slots of one hour, per court.
- A maximum of two hours booking per client are accepted.
- Block bookings are not permitted.
- Bookings can only be made up to two weeks in advance.

4. When are the courts open to the public?

Currently, the courts are available for public bookings during the following times:

- **MONDAYS**
Public bookings only between 4.00pm - 6.00pm
- **TUESDAYS**
No public bookings from 6:00pm
- **WEDNESDAYS**
Public bookings only between 1:00pm – 4:00pm
- **THURSDAYS**
No public bookings from 4:00pm
- **FRIDAYS**
Public bookings only between 1:00pm – 9:00pm
- **SATURDAYS**
No public bookings until 1:00pm
- **SUNDAYS**
Public bookings between 6-9pm

5. Why are block bookings not permitted?

The Council must ensure the courts are accessible to local taxpayers, and therefore bookings are limited to no more than two, one-hour slots per hirer.

6. Providing details when booking

Upon booking, hirers are required to provide the following information on a booking form:

- Full Name
- Home Address
- Contact Telephone Number

7. Enquiries

Great Dunmow Town Council

Foakes House
47 Stortford Road
Great Dunmow
Essex
CM6 1DG

Telephone – 01371 872406

Email –
info@greatdunmow-tc.gov.uk

Office Hours –
Monday – Thursday 9am - 5pm
Friday 9am – 4pm

To pay via bank transfer:

Great Dunmow Town Council

Acc 20461072

Sort Code 60-83-01

Reference; Tennis dd/dd/dd