

Hire Charges (as from 1 January 2025)

	Hire Charge	
	Regular User (see Notes)	Casual User (see Notes)
MAIN HALL		
Standard usage (see Notes)	£10 per hour	£15 per hour
With full use of kitchen	£15 per hour	£20 per hour
Election – local or national	£350 per event	
MEETING ROOM		
Standard usage (see Notes)	£10 per hour	£15 per hour
With full use of kitchen	£15 per hour	£20 per hour
MAIN HALL + MEETING ROOM		
Standard usage (see Notes)	£20 per hour	£30 per hour
With full use of kitchen	£30 per hour	£40 per hour

Notes

1. 'Regular User' is defined as a user hiring the premises at least monthly over any single six-month period.
2. 'Casual User' is defined as a user hiring the premises for a single event or a group of events that do not fit within the 'Regular User' definition above.
3. On acceptance of the booking, the Booking Clerk will post a 15-minute set-up period and a 15-minute set-down period on the Hall Calendar, this extra time at no cost to the Hirer. If longer time is required for set-up and/or set down, this must be entered into the booking times and will be charge accordingly.
4. For **casual users only**, a deposit of 50% of the full hire charge is payable on booking, with the other 50% to be paid on receipt of an invoice after the event.
5. 'Standard usage' allows use of the kitchen to make hot drinks and heat up items in the microwave oven only.
6. Use of the stage will incur a charge of £40 in addition to the hourly room hire charge.
7. Users are expected to leave the premises in a clean and tidy state. Should the management consider that additional cleaning is required after an event, the cost of this will be charged to the hirer of that event at a rate of £20 per hour and part thereof.
8. Alternatively, users may opt to pay for a clean-up after their event. The rate for this is £20 per hour of clean-up and part thereof.