



Wheathampstead Parish Council

Hire Charges from 1st January 2018 for the Memorial Hall, AL4 8AY

Facility to hire <i>Use of the kitchen with the Main Hall and Hewitt Room is included in the rates.</i>	Off Peak hourly rates - Mon to Fri, 9am to midnight		Peak hourly rates - Weekends & bank holidays, 9am to midnight	
	Resident	Non-resident	Resident	Non-resident
Main Hall & shared kitchen	£24	£48	£32	£64
Hewitt Room & shared kitchen	£19	£38	£21.50	£43
Green Room (minimum 2-hour booking only)	£7.75	£15.50	£8.75	£17.50
Main Hall, Hewitt Room & kitchen*	£29.50	£59	£37.50	£75
Main Hall, Hewitt Room, Green Room & kitchen 9am-12am*	£383.50 (fixed fee)	£767 (fixed fee)	£522.50 (fixed fee)	£1,045 (fixed fee)
ATP - 3G all-weather sports pitch	£38	£38	£38	£38
Marford Playing Fields (exc. grass football pitches)	£21.50	£21.50	£21.50	£21.50

*If you are hiring the Main Hall and Hewitt Room together, folding doors allow you to use these as separate rooms or as one large room.

Additional discounts: Local community groups are eligible for the 'resident' rates. Commercial businesses (regardless of where they are based) must pay 'non-resident' rates, but will receive a 50% discount after 12 months hire or 12 consecutive bookings.

Deposits: Bookings can only be secured with 1) a cancellation deposit (20% of the final balance), and 2) a refundable damages deposit of £100 for hire of the whole building/Main Hall/Hewitt Room or £50 for hire of the Green Room only.

Capacity and facilities

Main Hall: (11m x 12.5m) with stage (8.5m x 5m), projector, projector screen and 25 6ftx2ft tables: seated at tables - 150 people; theatre style seated - 170 people, standing at full capacity - 240 people.

Hewitt Room: (6m x 9m) with bar & projector screen only: seated - 50 people, informal - 75 people.

Green Room: (3.5m x 5.5m) suitable for meetings, no kitchen access: 15 to 20 people.

Kitchen: (6m x 5m): range cooker with 5 rings, boiler for hot drinks, fridge freezer, sinks, preparation tables, 200 cups & saucers (other crockery, cooking utensils and cutlery must be provided by the hirer).

Wi-Fi: Provided free of charge throughout the building (please ask for the password).

Please note - Children's parties (including 18th and 21st) are not permitted. Wheathampstead Parish Council reserves the right to refuse any booking.

To find out about availability, make a booking or arrange a visit to view our hall and its facilities, please contact us on 01582 832541 or email us at info@wheathampstead-pc.gov.uk.

Clerk to the Council: Julia Warren, Memorial Hall, Marford Road, Wheathampstead, Hertfordshire AL4 8AY