

St. John's Church Hall – General Conditions of Hire

Use:

- The hall is available to hire between the hours of 9am to 10pm, Monday to Saturday. However, we do consider events that may wish to hire the hall outside of these generally available hours.
- Example events would be to provide refreshments after a baptism, wedding or funeral, birthday celebrations, baby showers and other family events as well as business gatherings.
- Bouncy Castles are generally permitted subject to agreement, but the hirer must arrange their own insurance.
- The hall is not licensed for the sale of alcohol, and a Temporary Event Notice would need to be applied for by the hirer. However, we normally only accept events intending to serve bottled wines and beers in limited quantities, e.g. quiz nights etc. and are not able to accept bookings intending to serve alcohol in larger quantities, e.g. draft beers.
- Whilst the event may entail musical entertainment, we would not normally accept events involving loud music, e.g. discos or rock bands.

Hire Charges:

- The hall charges are £11 per hour or part thereof.
- Use of the kitchen facilities are charged at a flat rate of £25.
- A 50% discount is generally offered to charitable organisations, subject to confirmation.
- Time must be included in the period of hire for setup and clearing up afterwards, which requires that all facilities, including the toilets and kitchen, are left as they are found, i.e. clean and tidy.

Deposit:

- A deposit of £100 is required in addition to the hire charges, both payable at the time of booking. The deposit is fully refundable on completion of the event and subject to meeting the conditions of hire.

Application:

- Please use the Contact Form on the website page for the Church Hall and include a brief description of your event and the dates and times you would like to hire the hall.
- We will then contact you and provide the required application form and associated documents.