

Hire charges for Houghton Village Hall 2018-19

The village hall is licenced for hire for public entertainment between the hours of 9am and 11.30pm except on Sundays when hours are 9am to 6pm. There are two separate rooms available for hire. Ladies, Gents and Disabled toilet [with baby-change] facilities at the front of the hall are available to both rooms.

Main Hall	Approx. 8 m by 16 m with additional raised stage. Attached well equipped kitchen. Tables, chairs, crockery and cutlery for up to 96 people to dine. Sound system with hearing loop. <i>Capacity: from 96 seated dining to 140 seated theatre-style [depending on event].</i>
Club Room	Approx. 4 m by 8 m Equipped with tables and 30 chairs for use as a committee room or small theatre-style layout. Data projector with large white-wall screen. Access to adjoining room with sink and electric kettle for preparation of hot drinks. <i>Capacity: Boardroom style 20; Theatre-style 30.</i>

Hire charges for September 2018 to August 2019 inclusive:

	Main Hall	Club Room
Rates per hour:		
Weekday [minimum 2 hours]		
Normal	£11.00	£7.20
Houghton Resident	£8.20	£6.00
Regular user	£8.20	£7.00
Houghton regular user	£7.00	£5.60
Weekend [minimum 2 hours]		
Normal	£13.00	£7.80
Houghton Resident	£10.00	£6.40
Premiums [One-off additional payments on single bookings]		
Fri/Sat Evening, single hire during period 6 - 10.30pm	£35.00	£20.00
Fri/Sat Evening, single hire during period 6 - 10.30pm [Houghton Resident]	£26.00	£15.00
Additional late opening [any evening] 10.30-11.30pm	£25.00	£15.00
Other Charges for single-event hires		
Bouncy Castle pitch on the Village Hall field	£20.00	
Marquee pitch on the Village Hall field	£50.00	
	Minimum	Minimum
Security Deposit payable for all one-off hires [varies with event]	£50.00	£ 50.00

Notes:

- To request a booking, complete the booking hire form available from the website, and return it to the bookings secretary [further instructions on the form]. www.houghtonvillagehall.org.uk
- Each event hire period must include sufficient time for setting up and clearing away.
- All Hires are governed by the Standard Terms and Conditions, available from the website and attached to all hire agreements.
- Discounts for Houghton Residents result from subsidies by the Parish Council.
- Houghton residents booking a single event over two consecutive days are entitled to 50% discount on the lowest daily charge for either or both rooms.