

**Appendix 1**

**Hiring Fees – Public Hall**

**Charity Bookings  
Effective from 1 Jan 2026**

**HIRING**

£18.00 per hour

£270.00 per whole day

NB: There is a minimum hiring period of 4 hours during the day and 6 hours in the evening; if the hall is to be used in preparation for an event the following day minimum hire is 4 hours.

**PREPARATION**

If you wish to use the hall to prepare for an event the following day the minimum hire period will be 4 hours from 6pm.

**BLOCK BOOKINGS**

£960.00 per whole week

**HEATING**

Please advise if required.

Heating will automatically be provided, from 1 October to 30 April inclusive unless otherwise arranged at the time of booking or at least one week before the Hiring is due to commence.

Heating will not be provided from 1 May to 30 September inclusive unless specifically requested at the time of booking or at least one week before the Hiring is due to commence.

**BAR**

Please submit a completed bar licence application form for authorisation and record-keeping purposes prior to your event.

**REFUSE SACKS**

One refuse sack will be provided per booking but if you require more, there will be a charge of £3 per sack for each additional sack required. Extra refuse sacks can be obtained from the offices when keys are collected.

**NOTES**

The Hiring Fees include the use of the kitchen, stage and fixed stage lighting except those bookings involving the use of the hall for more than three consecutive days

All breakages and/or damage must be reported and paid for.

There is no concessionary rate for rehearsals.