

Burtle Village Hall Charges

Effective 1st June 2018

The Burtle Village Hall Management Committee (BVHMC) have revised and updated the hire charges for the hall, effective June 1st 2018. Existing bookings at the current rates will be honoured, however, hirers may elect to switch to the new session and day rates if they feel that would be of benefit to them.

Hire based on the hourly rate includes a 1 hour grace period in which to set-up/clean up before/after a booking. Hire based on Session and Day rates do NOT include any grace period, however, additional hours may be booked at the appropriate rate to facilitate this.

Additional set up/clearance time MAY be granted at the discretion of the BVHMC if requested in advance. The BVHMC tries to maintain the hall in a clean and tidy state at all times and a professional cleaner comes once a week. All hirers are expected to leave the hall and kitchen in a clean and tidy state.

The Hall can accommodate 100 people seated in theatre style or at tables. There is sufficient crockery and cutlery for 100+ people. For stand-up events/dances the maximum capacity is 350 people.

Main Hall (includes Meeting Room)

Includes limited use of kitchen area, kettles, fridge, crockery and cutlery. Excludes use of cooker, dishwasher and heated hostess trolley.

Hourly Rates

Monday – Thursday, 08.00 to 24:00 - £10 per hour or part thereof.

Friday – Sunday, 08.00 to 24:00 - £15 per hour or part thereof

Full use of kitchen - includes cooker, dishwasher, kettles, heated trolley etc. £10 per hour of use.

Robin Howell Meeting Room

The Robin Howell Meeting Room may be hired separately for small meetings (approximately 12 people). Charges are as follows:

Monday – Thursday - £5 per hour or part thereof.

Friday – Sunday - £7.5 per hour or part thereof

Session Rates

		Rate / session	
Monday-Thursday	08.00:13:00	£	30.00
Monday-Thursday	13.00:18:00	£	40.00
Monday-Thursday	18.00:24:00	£	40.00
Friday - Sunday	08.00:13:00	£	40.00
Friday - Sunday	13.00:18:00	£	60.00
Friday - Sunday	18.00:24:00	£	80.00
Kitchen	08.00:13:00	£	20.00
Kitchen	13.00:18:00	£	30.00
Kitchen	18.00:24:00	£	40.00

Day Rates

		Rate / day
Monday-Thursday	08.00:24:00	£ 100.00
Friday - Sunday	08.00:24:00	£ 160.00
Kitchen	08.00:24:00	£ 60.00

A Local User Discount of 20% will be applied to all booking fees where the Hirer is a resident of Burtle. Fees **may** also be reduced or waived at the discretion of the BVHMC for charitable events fund raising events or where the hall is compensated in other ways.

Additional Options:

Audio/visual

Hire of sound deck and lighting £25 per session, (£50 returnable deposit required)

Use of Bar Facility

Any hirer of the hall may request a fully staffed and stocked bar to be provided. There is a one-off payment of £20.00 to provide a bar service. All revenue from the bar will belong to the Burtle Village Hall. The committee reserves the right to refuse to offer a bar if the event is deemed unsuitable or unlikely to cover costs.

Hirers may request specific wines, beers and other drinks to be ordered specially for an event, however, a minimum of 2 weeks notice is required and any unsold stock **MAY** be charged to the hirer. No alcohol may be served or consumed at any event held in the hall that is **NOT** purchased from the bar. No alcohol may be consumed by any person under the age of 18.

Notes:

All Main Hall hire rates include use of kitchen facilities for tea and coffee

Kitchen rates apply if the dishwasher, cooker or heated trolley are to be used

Session and day rates include use of meeting room

Hourly rates include 1 grace hour at no charge for preparation/tidying up.

Session and day rates do NOT include any grace period, all preparation and tidying away must be completed in the session

Additional ad hoc hours may be hired to day and session rates at the applicable hourly rates subject to availability.

A non-refundable minimum deposit of 10% of the full booking fee is required when the hall is booked and an invoice presented.

Payment may be in cash, by cheque or bank transfer.

Local resident discounts do not apply to bar or audio/visual hire.