



Dear Hall hirer

We hope you have enjoyed using our hall and garden room.

The Church has reviewed the hall hire rates for 2019. We would like to advise you that the rates for rent from January 2019 will be as follows:

Centre letting charges	2019	Registered Charities
New Hall per hour (seating for 100)	£26.00 (£22 after 3 hours)	£13.00 (£11.00 after 3 hours)
New Garden room per hour (seating for 12)	£13.00 (£11.00 after 3 hours)	£6.50 (£5.50 after 3 hours)
Church building (seating for 200+) (not available for regular bookings)	£40.00 (£35.00 after 3 hour)	£20.00 (£17.50 after 3 hours)
St Andrews Lounge (seating for 16) (not available for regular bookings)	£10.50 (£8.50 after 3 hour)	£5.25 (£4.25 after 3 hours)
Tots Church/Library (seating for 12) (not available for regular bookings)	£10.00 (£8.00 after 3 hour)	£5.00 (£4.00 after 3 hours)
Area B (seating for 50) (not available for regular bookings)	£23.00 (£20.00 after 3 hours)	£11.50 (£10.00 after 3 hours)
Storage	£120.00 per year (Large cupboard)	£60.00 per year

We would remind you that it is the responsibility of the groups to ensure the building is left clean and tidy, and the dishwasher is turned off. A Hoover, mop and bucket can be found in the cleaning cupboard opposite the toilets, a broom for the hall is in the chair storage cupboard. Please can you also check the toilets before leaving, as we have had some instances where the toilets were blocked, or dirty nappies have been left in the bin.

If there are any problems, please inform me.

We look forward to your continued use of the Centre.

With kind regards

Jacqui Winterbourn  
Church Administrator

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