



New Meppershall Village Hall Hiring Rates and Information Effective from 1st August 2019

Summary

The New MVH provides a Main Hall, Social Areas, Bar and Café facilities. These facilities include kitchen, stage, high quality audio, lighting, and children friendly areas.

Social Area & Games Room

Casual use of these areas is without charge during the normal opening hours for the Café (9am to 2pm) or Bar (5:30 pm to 11pm) from which refreshments can be purchased and work areas for laptops with free Wi-Fi are provided. Snooker, Pool and Darts are available in the Games Room.

For exclusive use of the Social Area and/or Games Room in the afternoon the half day rate from 2:30 to 5:30pm is £40.

The Bar can be available during the afternoon, on request, to suit individual circumstances and requirements.

Main Hall (for capacities and equipment available see separate schedule)

The hiring rates for up to 100 people are:

Hourly	£20
Half day rates	£40
All day rate	£80
Evening (except Friday or Saturday)	£48
Friday evening to set up for an all day Saturday hire	£55
Friday evening	£100
Saturday evening	£140
Saturday all day & evening	£190

For attendee numbers greater than 100, the additional cost to add on to the above hiring rates is as follows (nb: only one added on amount applies):

Up to 125	+£15
Up to 150	+£30
Up to 175	+£45
Up to 200	+£60

For example, a Saturday evening hire for up to 150 people would be the base sum of £140 plus an additional £30 = £170.



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We can provide assistance with the setting up of our tables and chairs as follows:

- Setting up the room to your required seating plan +£15
- Putting tables and chairs away after your booking
(table tops to be clear) +£15

A full cleaning service is available after an evening hire. All spillages must be mopped up so as not to leave stains or sticky surfaces and food waste put in the bins provided. This service must be booked and paid for in advance of the hire date and costs £20 per hour (approx. total cost £30 to £50).

Private toilet and shower room next to Main Hall

Young children's parties	£Nil
All other uses	£20

Main Hall Bar

A fully stocked Bar and staff are available to hirers of the Main Hall, with draught beers, guest ales, spirits, wines and soft drinks. Special requests are catered for. The Bar opens directly into the Main Hall so hirers and their guests can have a private facility to meet their requirements. The prices of drinks are similar to those in local pubs.

Kitchen

A fully fitted kitchen with up/down privacy shutter above a serving counter opens into the Main Hall and is available for use by individuals or outside catering companies. This can be added to a Main Hall hiring at a cost of £25. Hire rates for other uses depend on specific requirements, activities and circumstances.

Stage area

The stage area is available on request, at no additional charge.

(Note: Subject to sets for theatrical performances taking priority at specified times of the year).

Audio system

The use of the audio system is available on request at no additional charge.

(Note: Subject to compatibility of input devices)



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Lighting for stage performances

Our high quality professional lighting for stage performances, functions and events is available on request. The impressive lighting equipment will be operated by trained individuals. Costs for this facility and service are quoted and agreed based on individual requirements.

Games & Sports Room

Snooker	£4 per hour
Pool table	£1 per game
Darts	No charge

Saplings room (specially designed to be children friendly capacity up to 30))

Weekends day rate	£70
Weekends half day	£40
Weekday evenings	£30
Hourly	£20

Meetings & Presentations room (capacity up to 24)

Day rate	£80
Half day	£40
Evening	£48
Hourly	£20

Changing & drama support room (each)

All day	£40
Evening	£20



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Discounts

For regular hirers discounts apply based on the booking period. Hire fees are then payable for the booked time regardless of actual use. The discounts are:

12 weeks	5%
24 weeks	10%
36 weeks	15%
48 weeks	20%

Further information

- 1) Specific hire arrangements can be discussed to meet individual circumstances or requirements including storage of equipment.
- 2) The day rate is normally from 8:30am to 5:30pm, the half day rate for a maximum of 4 hours with flexibility as to the start and finishing times.
- 3) Evening rates apply from 6pm onwards for hirings of three hours or more.
- 4) Hire rates include fair use of the tables, chairs, TV screen, Wi-Fi, heating, power, water and lighting in the hired room.
- 5) Bar and Café facilities are available at no additional hire charge during normal hours.
- 6) We try to be as flexible as possible on the time required to set up and clear away to suit individual circumstances but suggest an hour is allowed for as part of any booking.
- 7) The non-refundable booking fee is payable on acknowledgement of a booking and receipt of an invoice from us. This is deducted from the total hire costs with the balance plus the damages deposit payable not less than 6 weeks prior to the start of the hire. Full details will be shown on the invoices raised. We prefer payment direct to our bank account details of which are on our invoices.
- 8) If a hiring is cancelled less than 6 weeks before commencement return of the hire fee is at the discretion of the Booking Secretary and will depend on individual circumstances and whether a replacement booking has been obtained.
- 9) The damages deposit is refundable in full providing all of the Booking Conditions have been met and is usually repaid approx. a week after the hire. Payment is made direct to a hirers bank account.
- 10) The amount of the damages deposit is £60 except in respect of 16th, 18th or 21st birthday parties or similar events and for Friday and Saturday evenings when it is £150. The amount to pay will be shown on the booking confirmation invoice.



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- 11) All hirings are subject to our Terms & Conditions which are available on request or via our website: <https://www.meppershallvillagehall.co.uk/booking-information>

- 12) During the course of the year events are run in the New MVH which are open to the local public to attend at no cost e.g. New Years Eve disco or a Karaoke night. It is therefore recommended that hirers make suitable arrangements to ensure only their invited guests are allowed access to the Main Hall, room or rooms that have been hired, in particular for larger events or where tickets have been issued. This ensures no misunderstandings.

Booking Information

Bookings can be made via our website:

<https://www.meppershallvillagehall.co.uk>

<https://v2.hallmaster.co.uk/Diary/ViewWeeklyDiary/7333>.

If assistance is required, we will be pleased to help.

Contact information

For more information or to meet on site to discuss your requirements and costs with us our booking secretary and co-ordinator Jill Foskett can be contacted on:

Email: bookings@meppershallvillagehall.co.uk

Tel: [07485 102727](tel:07485102727)