

Spaces to hire & capacity

Large Hall (Town hall)

Max 150 people.

The largest of all our function rooms, the large hall is located upstairs in this lovely 17th century Town hall.

Accessible via an elegant curved staircase upon entering the foyer of the building, or find easy accessible elevators through the lower corn exchange. As you enter the hall, you'll notice beautiful wooden paneling decorating the walls, as well as its tall bountiful ceiling.

With 20 long windowpanes that let light dance into the room & highlight its beautiful wooden floor; it's a perfect place to feel elegant & dance the night away.

The large hall also has its very own kitchen, the perfect place for you or your hired caterer to create beautiful food for your special occasion.

The Large hall breathes warmth & happiness & is sure to be a beautiful setting for you & your guests.

Corn Exchange

Max 100 People.

Located on the ground floor of the building to the right of the main entrance you'll find our lovely corn exchange a place where in Victorian England it would have been home to the selling & trading of grain, now opens its doors as the perfect place for small ceremonies & events.

Equipped with its very own kitchen for you or your designated caterer to create beautiful food along with the beautiful memories we can help to create.

The corn exchange is well lit with ceiling strip lights which again highlights the beautiful individual wooden parkay flooring. This room is perfect for smaller functions as well as for hosting classes or small events.

Council chamber

Max 30 people.

If you're looking to host a small intimate ceremonies or event, the council chamber provides a cozy location which is just right for this. Situated behind the Corn exchange you will find the council chamber, with its charming fire place and striking oak wood tables. The council chamber is a firm favorite for those wanting to celebrate in a more personal way.

If you'd like to view any of our lovely rooms, don't hesitate, contact us today on 01249 814 000

Standard per hour rates Monday- Friday/or/Saturday

Please note all rooms can only be booked out for a minimum of 1 hour & include caretaker set up time.

Large Hall (Town hall) £30.00/or/£40.00

Corn Exchange £26.00/or/£35.00

Council Chamber £21.50/or/£28.50

Kitchen (for food preparation and hot food) £30.00 – block charge

'Keys to the castle'

9.00am- Midnight £700.00/or/£800.00

5.00pm – Midnight £325/or/ £375

- Whole Building hire 9am to Midnight - (excluding Council Chamber), also includes use of the kitchen, staging & our well equipped bar with bar staff.

Sunday & Bank holiday charges stand at £50ph irrespective of what room is used – with the bar being charged at an additional £20ph including 2 members of well trained bar staff.

Please note, should you require such additions as linen table clothes, PA Systems, staging... etc., these will be charged at an additional cost, which can be found outlined below.

Cleaning £25

Tablecloths £7

Overhead projector and screen £30

Flipchart with pad £10

Additional flip pads £5

Delegate discussion system £40 (Microphone based discussion system)

PA system £15

Combined discussions system & PA £50

Stage £30 (already included in 'keys to the castle 'hire)

Display boards (4) £20

All prices quoted include Value Added Tax where applicable

SCHEDULE OF MAXIMUM NUMBERS *The maximum number of persons permitted to use the part of the premises detailed below shall not exceed:*

Large Hall –

With/without Platform, with/without Disco or with/without Dancing (without tables and chairs)

150 Disco functions utilising tables and chairs **100** Standing audience **150** Closely seated audience **100**

Corn Exchange

Dancing **70** Functions utilizing tables and chairs **60** For a standing audience **100** For a closely seated audience **60**

Council chamber

Seated **30**. Standing **40**