



Community Buildings Committee Meeting

Date: 9th November 2023

Number: CB030

To consider an increase in the hire rates charged for both regular and one-off hirers at the Queen's Hall and Cuckfield Village Hall

1. Introduction

This report will provide an overview of the existing charges made to hire both the Queen's Hall and Cuckfield Village Hall and make recommendations for increases to be made to these costs in light of the increased energy costs being experienced across the UK.

2. Findings

All hire costs were reviewed in September 2022 and it was resolved to make an increase of approx. 10% to offset the cost of living changes which had caused running costs of both halls to rise beyond forecast expectations. Before this, hall hire rates had been unchanged since 1st April 2019, other than the exclusive wedding hire of the Queen's Hall which was increased in 2022 from £900 to £1,200 for all day Saturday through to 12pm Sunday.

At the request of Full Council a further increase has been modelled in this report, again to help offset the increasing expenditure costs of running the halls.

All regular hirers of the Queen's Hall receive a 10% discount after they have booked the hall for 1 year.

3. Recommendations

The following increases of approx. 3% are recommended for our regular and ad hoc hirers. This will be applied to the approx. 10% increase approved in September 2022:

Cuckfield Village Hall

Daytime & Regular Hirers: increase from £ £14.50 to £15.50 per hour

Evening Functions: increase from £22 to £24 per hour

Queen's Hall

Sunday to Friday 0900 – 1700

Main Hall: increase from £17.20 to £18 per hour

Saturday 0900 – 1700

Main Hall: increase from £19.20 to £21 per hour

Sunday to Thursday Evening Hire 1700 – 2400

Main Hall: increase from £20.50 to £21 per hour

Friday & Saturday Evening Hire 1700 – 2400

Main Hall: increase from £27.50 to £40 per hour (residents)

Council Chamber: increase from £14.50 to £16 per hour (residents)

Main Hall: increase from £33 to £45 per hour (non-residents)

Council Chamber: increase from £20 to £22 per hour (non-residents)

Friday & Saturday evening hire has kitchen hire included, so no separate rate will be charged.

Kitchen: increase from £12 to £12.50 per hour for full use
increase from £6 to £6.50 per hour for basic use
(drinks/dishwasher only)

Council Chamber increase from £14.50 to £16 per hour

Children's Parties: increase from £80 to £82.50 for 3 hours use of the hall and kitchen

Weddings

All day Saturday to midday Sunday increase from £1,200 to £1,300

Half day decorating charge increase from £75 to £80

Full day decorating charge increase from £150 to £160

Block Hirer

Cuckfield Dramatic Society

Block booking Sunday to Saturday (7 days) increase from £1,100 to £1,140

Additional days

Sunday all day 'get in' until 1700 increase from £132 to £136

Sunday morning 'get out' 0900 to 1200 increase from £66 to £68

All other days increase from £172 to £177 per day

Rehearsals

The concessionary rehearsal fee increased from £30 to £33 for a maximum of 3 hours. *The condition of this agreement is that CDS will relinquish their use of the hall should a paid booking be made.*

Cuckfield Parish Council Report

All rates include VAT.

These increases would be effective from 1st January 2024.

Name: Sam Heynes

Title Clerk

Date: 30th October 2023