



Full Council Meeting

Date: 30th September 2021

FC123 To Consider the Queen's Hall Wedding Package Fees

1. Introduction

A review of the charges made for our exclusive wedding hire package at the Queen's Hall was completed to identify whether an increase should be considered.

2. Approach

A comparison of the charges made by other halls across Sussex was completed.

3. Findings

After consultation with other halls made through AiRs Sussex Community Buildings I received several responses from local halls:

Henfield Village Hall

Wedding from 9am to midnight would be £750.

This is for the whole complex ie main hall, committee room, foyer, bar, garden room and garden. It also includes the kitchen and china etc. and tables and chairs which can be set out by our manager, but we have found most wedding parties want to do themselves. There is an extra charge should the stage, lighting and sound system be required (not shared).

Should the hall be needed the day before or after for setting up and clearing/cleaning this is charged at an additional hourly rate (not shared).

Eridge Village Hall

Wedding package is £750 from midday Friday to midday Sunday (evenings have to end at midnight), for approx. 100 guests.

Also includes crockery, cutlery, glasses, tables, chairs but they are not registered for ceremonies.

The hall is very attractive (but not a listed building) and has a small garden space. They think they are under-charging.

Groombridge

Charges a village rate and an out of village rate in general, which is used for weddings as well.

Charge is £18.75 per hour with a free clean-up for two hours on Sundays between 0800-1000.

Used to have a separate charge for all but we found it easier to standardise their hire fees.

For info the other charges are regular hirers junior and adult, so just 4 charges are advertised. Started off with 6/7 different as advised which were weddings, small

business and large business and the others above. Saves lots of discussions about charges, people are always trying to get reductions. No discounts even for charities!

Oving Jubilee Hall

For parishioners Saturday 9am to 11.30pm £590; non parishioners £790

Saturday 9am to Sunday noon £690; non parishioners £890

Friday 6pm - Sunday noon £790; non parishioners £990

Cleaning charges are £50

Our hall has a private big car park, two outside spaces, one paved and one grass area. The hall has a high vaulted ceiling, a stage, a new sound system a big screen (4 x 3m) with projector, and 150 chairs with tables. We do hire out drapes for a small fee.

The kitchen is fully equipped with modern facilities, but we don't have crockery for weddings. And we don't have a licence for wedding ceremonies.

Burpham Village Hall

Offer two types of packages in 2021

- An hourly rate of £27 per hour for daytime and short bookings.
- A 3.5 day large group hall booking package of £1400, suitable for weddings and other large events. This includes two days (typically Thursday and Friday) or set up, a day to celebrate (Saturday), and half a day to pack up (Sunday morning).
- An additional £400 will be charged on the large group package if a marquee is to be set up. The size and placing of the marquee must be agreed in advance with the Hall manager. The marquee must be cleared by 12 noon on the last day (usually Sunday). No music allowed in marquee.
- We have a well-equipped kitchen with a serving hatch into the main hall. Inside the 3 mtrs x 4 mtrs kitchen is a double oven electric cooker with an induction hob with 5 heating rings, professional electric plate/food warming cabinet, a commercial dishwasher, a kitchen sink and handwash sink.
- We have plates and cutlery for up to 100, with plenty of serving dishes
- A large American style refrigerator is available as are the hot water and hot water urn.
- We have an Audio-visual system with a projector, integral screen and sound system
- We have coloured LED lighting
- We have two WCs each for male and for females
- There is disabled access to all areas.
- There is a large adjacent car park which is shared with the village as a whole. The cricket pitch area can be made available for parking by prior arrangement. No overnight parking is permitted.

4. Costs

See separate QH Hire Charge document

5. Recommendations

Keep prices the same as they are for the time being.

Name: Jane Forester
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Date: 13/09/21