

# Herringswell Village Hall

Website: [www.herringswell.com](http://www.herringswell.com)

Email: [admin@herringswell.com](mailto:admin@herringswell.com)

Tel: 01638 750374 or 01638 750610



The Street  
Herringswell  
Suffolk IP28 6ST

## The Village Hall consists of the following:

Large function room with bar area and disabled access with the ability to cater for 100 people (80 seated).

Small meeting room - will accommodate 30 people

Fully equipped kitchen, including 2 cookers + hobs, 2 large larder fridges microwave and a dishwasher.

Ladies and Gents Spacious WCs

Off-road Car Parking



With thanks to all those who have helped us with grants, donations and fundraising to achieve the splendid refurbishment of our Village Hall:

Forest Heath District Council,  
Suffolk County Council,  
Suffolk Environmental Trust, Ridgeons Timber & Builders  
Merchants Ltd, Garfield Weston Trust,  
Big Lottery Fund/Awards for All,  
The Suffolk Foundation "Grassroots",  
The Co-operative Society, Cllr Bill Bishop,  
Cllr Lisa Chambers, Cllr Colin Noble,  
Waitrose, Newmarket, Suffolk ACRE,  
Herringswell Parish Council

**And the residents of Herringswell**



# **Herringswell Village Hall Rates of Hire**

The rates are on an hourly basis and should include setting up and packing up times.  
The use of the kitchen is included in these charges (minimum booking fee £20.00).

	<b>Herringswell Residents Hourly Rate</b>	<b>Non-Residents Hourly Rate</b>
<b>Mon-Sat - day</b>	<b>£5.00</b>	<b>£10.00</b>
<b>Sunday - day</b>	<b>£4.00</b>	<b>£8.00</b>
<b>Mon-Thurs - evening</b>	<b>£7.00</b>	<b>£14.00</b>
<b>Friday &amp; Sunday - evening</b>	<b>£9.00</b>	<b>£18.00</b>
<b>Saturday - evening</b>	<b>£12.50</b>	<b>£25.00</b>
<b>Cleaning Charge (optional)</b>	<b>£20.00</b>	<b>£20.00</b>

Refundable deposit £50.00 (£150 for Special Events)\*

## Notes:

1. All rates are inclusive of heating and lighting
2. If the hall is booked for an all-day function on a Saturday, the hall can be reserved for setting up from 6.00 pm on the Friday evening for a fee of £20.00.
3. Special rates are available for contract bookings from groups meeting regularly at the hall.
4. Commercial hire is by negotiation with the Village Hall Committee
5. Bookings for 18<sup>th</sup> and 21<sup>st</sup> parties we will require a deposit of £200 to be paid in advance which is repayable if there is no damage or no extra cleaning is required.\*
6. No special arrangements are necessary if the Hirer runs a free bar or guests bring their own alcohol. If the Hirer wishes to sell alcohol then the Hirer must apply to Forest Heath District Council for a temporary license as the Village Hall premises are not licensed to sell alcohol.

\*Terms and conditions available on request

**NO SMOKING IS ALLOWED BOTH IN ANY PART OF THE PREMISES, INCLUDING WC'S,  
NOR IS IT ALLOWED IN THE CAR PARK**

---

Fundraising will continue so that we can complete the office and our future plans to create an outdoor patio area, re-gravel the drive and make good the front and side entrance driveways.

If you are able to support us in any way, donations or offers of support, can be made to:

**The Treasurer, c/o The Glebe, Herringswell, Suffolk IP28 6ST**

**cheques payable to Village Hall Herringswell. Charity Reg No: 304899. Donations are tax deductible.**