

# HAYWARDS HEATH TOWN COUNCIL

The Town Hall, 40 Boltro Road, HAYWARDS HEATH, West Sussex RH16 1BA

Tel: 01444 455694

Fax: 01444 455075

Town Clerk: STEVEN TRICE



## MEETING ROOM CHARGES: 1 APRIL 2020 - 31 MARCH 2021

Contact e-mail addresses:

[brenda.gulliver@haywardsheath.gov.uk](mailto:brenda.gulliver@haywardsheath.gov.uk)

[helen.hewett@haywardsheath.gov.uk](mailto:helen.hewett@haywardsheath.gov.uk)

		Commercial £ per hour	Non-Commercial £ per hour
Jubilee Room	Mon - Fri	22.00	15.00
	Sat	33.00	22.00
Room 1	Mon - Fri	22.00	15.00
	Sat	33.00	22.00
Room 2	Mon - Fri	29.00	18.00
	Sat	37.00	24.00
Room 3	Mon - Fri	17.00	12.00
	Sat	27.00	18.00
Mayor's Office	Mon - Sat	10.00	10.00
Use of kitchen	For making coffee & tea	15.00	15.00
	Full use	15.00	15.00

Rooms 1 & 2 Jointly	Mon - Fri	45.00	28.00
	Sat	64.00	41.00
Room 1 & Jubilee Room Jointly	Mon - Fri	39.00	24.00
	Sat	59.00	38.00
Rooms 1 & 2 & Jubilee Room Jointly	Mon - Fri	65.00	39.00
	Sat	94.00	62.00

Whole of upstairs including use of kitchen	Mon - Fri	78.00	54.00
	Sat	97.00	70.00
Wedding Receptions/Celebratory Functions	Mon - Fri	75.00	
	Sat	94.00	

Use of flipchart stand (paper <u>NOT</u> provided)	£ per session	2.50
Use of projector	£ per session	5.00

		Commercial £ per session	Non-Commercial £ per session
Council Chamber			
Availability of the Council Chamber is at the Town Clerk's discretion.	Mon - Sat	83.00	83.00

Civil Marriages/Partnerships		One-off charge (£)
Jubilee Room & Room 1 Jointly	Mon - Sat	360.00