

# 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 2019 - 31 MARCH 2020

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)

Contact e-mail addresses:		Commercial £ per hour	Non-Commercial £ per hour
Jubilee Room	Mon - Fri Sat	21.00 32.00	14.50 21.00
Room 1	Mon - Fri Sat	21.00 32.00	14.50 21.00
Room 2	Mon - Fri Sat	28.00 36.00	17.50 23.00
Room 3	Mon - Fri Sat	16.50 26.00	11.50 17.50
Mayor's Office	Mon - Sat	9.50	9.50
Use of kitchen	For making coffee & tea Full use	Mon - Sat Mon - Sat	10.50 13.50
Rooms 1 & 2 Jointly	Mon - Fri Sat	43.50 62.00	27.00 40.00
Room 1 & Jubilee Room Jointly	Mon - Fri Sat	38.00 57.00	23.00 37.00
Rooms 1 & 2 & Jubilee Room jointly	Mon - Fri Sat	63.00 91.00	38.00 60.00
Whole of upstairs including use of kitchen	Mon - Fri Sat	76.00 94.00	52.50 68.00
Wedding Receptions/Celebratory Functions	Mon - Fri Sat	73.00 91.00	
Use of flipchart stand (paper <u>NOT</u> provided)		£ per session	2.50
Use of projector		£ per session	5.00
Council Chamber		Commercial £ per session	Non-Commercial £ per session
Availability of the Council Chamber is at the Town Clerk's discretion.	Mon - Sat	80.50	80.50
Civil Marriages/Partnerships		One-off charge (£)	
Jubilee Room & Room 1 jointly	Mon - Sat	350.00	