

## Current Hourly Charges (to 31/3/2020)

### Commercial Hirers

	Hurford Hall	Barham Room	Porter Room
<b>Weekdays</b>			
8am - 6 pm	£10.00	£7.00	£9.50
6pm - 10 pm	£13.00	£7.00	£7.00
<b>Weekends</b>	£15.00	£8.50	£12.00

### Non-Commercial Hirers

	Hurford Hall	Barham Room	Porter Room
<b>Weekdays</b>			
8am - 6 pm	£7.00	£5.50	£6.50
6pm - 10 pm	£9.50	£5.50	£6.50
<b>Weekends</b>			
8am - 6pm	£11.00	£6.50	£6.50
6pm - 10pm	£9.00	£5.50	£6.50

(if booking the whole building the Barham Room is free of charge)



Stockbridge Town Hall is a centrally located multi-purpose venue in Stockbridge High Street having been renovated and equipped to a very high standard in recent years. Our facilities include:-

- Fully accessible building with a lift to the upper floor
- Toilets on both floors including a ground floor toilet for the disabled with baby changing facilities
- Fully equipped kitchen with hob, oven, microwave, fridge, water heater and industrial specification dishwasher
- Crockery, cutlery and glasses
- Small / large Go-Pak tables and chairs
- Central heating throughout
- Free WiFi
- Audio visual facilities including hearing induction loop system (email [paulkidd51@gmail.com](mailto:paulkidd51@gmail.com) to use this equipment)
- Alcohol licence (email [cjandler@gmail.com](mailto:cjandler@gmail.com) to sell alcohol)
- Entertainment licence to 11pm
- PRS for Music licence NB commercial customers also need a PPL licence to play live/recorded music within the premises.

Our premises are managed by volunteers and there are no on-site staff normally present during bookings. Customers are expected to leave the rooms clean and tidy after use and any damage repair or extra cleaning required will be charged to customers.

Keys are obtained from the nearby Grosvenor Hotel and returned after use. Internal room security keys are available on request for multi-day bookings.

**Visit our website for more details**



## STOCKBRIDGE TOWN HALL



**Website:** [www.stockbridgetownhall.co.uk](http://www.stockbridgetownhall.co.uk)

**Email:** [admin@stockbridgetownhall.co.uk](mailto:admin@stockbridgetownhall.co.uk)

**Phone:** 01264 513299 (answering machine)

Stockbridge Town Hall  
High Street,  
Stockbridge,  
Hampshire  
SO20 6HE



**Porter Room**  
(Downstairs Front)



**Barham Room**  
(Downstairs Rear)



**Hurford Hall**  
(Upstairs)

## Booking our premises

To see when the hall is available for booking go to our [website](#) and click on the calendar.

## Charges

The prices of rooms on different days are shown on page 5 of this leaflet (or visit the website and click on [prices](#) to be certain of viewing up to date information). Commercial hirers must pay for a minimum of 8 hours for weekend bookings. Hirers using rooms on consecutive days can store goods overnight free of charge provided at least two hours are booked for the first day. Contact us to adjust your hire charge to the hours of *actual* occupation.

## To make a booking

Bookings are made in 2 hour slots. You need to book all the slots required to cover your needs, including overnight storage (if relevant), setting up, clearing away and cleaning. **Up to six months ahead** you can register on our website and book it yourself. If you believe you are a non-commercial customer register yourself online and then send an e-mail explaining why you are a non-commercial user. If we agree we will change your status before you make your first booking. **More than six months ahead** advanced bookings are managed by us at the quarter end for the next 12 months. Please email your exact requirements for our attention. If you are intending to be a *regular* hirer please ask to be allocated a regular contact to look after your needs.

## Payment

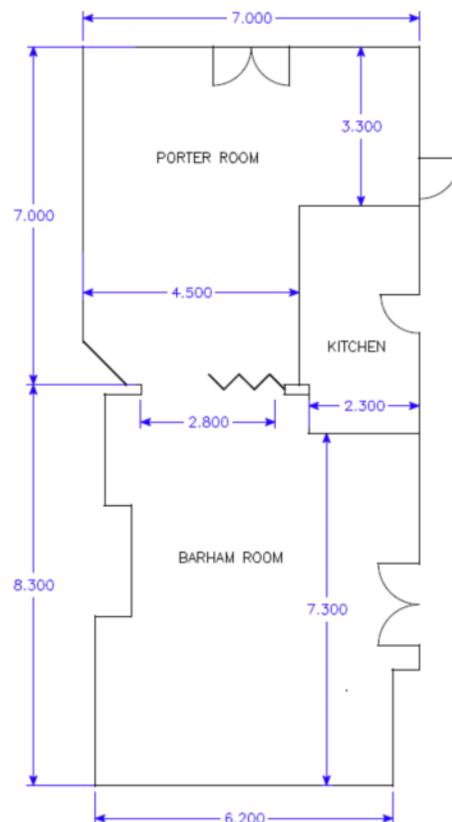
Invoices are sent by email, at the end of the month in which the booking takes place, for payment within 14 days. New customers may receive their first invoice shortly before the booking date.

## Access and use of facilities.

The hall is unmanned with keys being held at the Grosvenor Hotel across the road. For full details about the use of the facilities please look at the [user guide](#) which is on the website and also attached to the emailed booking confirmation.

*We are unable to provide information about hirers or answer questions on their behalf. Many commercial users provide a link to their own web site on our calendar.*

## Ground Floor

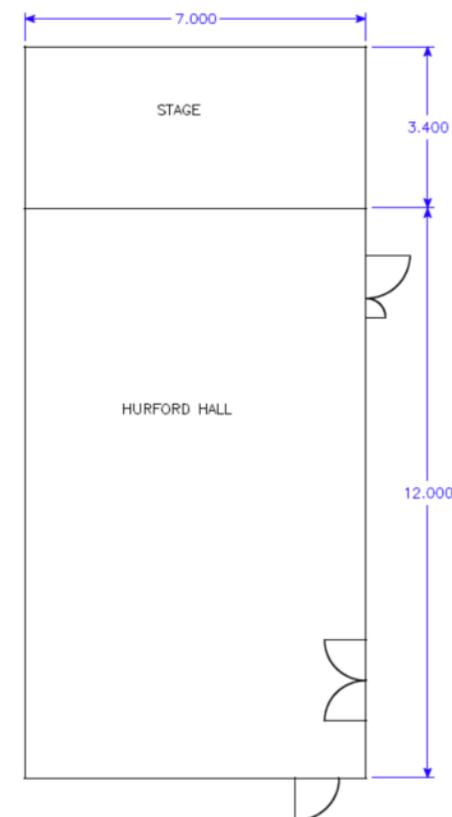


There are two carpeted rooms separated by a sliding door which can be pulled back to make one larger room. The sliding door is left open when two different hirers occupy the rooms (unless otherwise agreed).

The Porter Room has a frontage on to Stockbridge High Street with 3 arched windows and glass doors which is particularly suitable for retail sales.

The Barham Room has a hatch to the kitchen and access to the garden patio at the rear which can be used if required. There is a 55" TV monitor fixed to the wall in the Barham Room to which you can attach a laptop or other audiovisual device via an HDMI cable.

## Upper Level



Hurford Hall is a large room with a stage and wooden flooring throughout. It is particularly suitable for use for art classes and exhibitions, dance and exercise classes, film shows, concerts, theatre performances, dinner functions, meetings, conferences, presentations, as well as retail sales.

The hall is equipped with audiovisual facilities e.g. lapel and hand held microphone, projector, amplifier, stereo speakers, Blu-ray player, a 4m x 3m retractable projection screen and a hearing induction loop system. There are facilities for attaching a laptop or other audio-visual device via HDMI cables to the system. Please contact [paulkidd51@gmail.com](mailto:paulkidd51@gmail.com) for advice / information if you wish to use the audiovisual facilities.