

# 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 2024 - 31 MARCH 2025

Contact e-mail addresses:

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

		Commercial £ per hour	Non-Commercial £ per hour
Jubilee Room	Mon - Fri	28.50	19.25
	Sat	41.50	28.50
Room 1	Mon - Fri	28.50	19.25
	Sat	41.50	28.50
Room 2	Mon - Fri	37.00	23.00
	Sat	47.00	31.00
Room 3	Mon - Fri	22.00	15.50
	Sat	34.75	23.00
Mayor's Office	Mon - Sat	13.00	13.00
Use of kitchen	For making coffee & tea Mon - Sat	£ per session	19.25
Rooms 1 & 2 jointly	Mon - Fri	57.75	36.00
	Sat	82.00	52.00
Room 1 & Jubilee Room jointly	Mon - Fri	49.25	31.00
	Sat	75.50	48.00
Rooms 1 & 2 & Jubilee Room jointly	Mon - Fri	83.00	49.25
	Sat	120.00	78.50
Whole of upstairs including use of kitchen	Mon - Fri	99.50	69.00
	Sat	123.50	89.00
Wedding Receptions/Celebratory Functions	Mon - Fri	96.00	
	Sat	120.00	
Use of flipchart stand (paper <u>NOT</u> provided)		£ per session	3.25
Use of projector		£ per session	6.50
Council Chamber		Commercial £ per session	Non-Commercial £ per session
Availability of the Council Chamber is at the Town Clerk's discretion.	Mon - Sat	106.00	106.00
Civil Marriages/Partnerships		One-off charge (£)	
Jubilee Room & Room 1 jointly	Mon - Sat	425.00	