

Hall hire terms — printable copy

A printable copy of the hall hire terms. The web page is the record. If this copy and the page ever differ, the page is right.

Who may book

You must be 18 or over. The person who books is responsible for the room and for everyone in it.

What you pay

The price you see when you book is the price you pay. Residents and local community groups get a lower rate. A refundable deposit is taken for some rooms and returned within ten working days if the room is left clean and undamaged.

If you cancel

More than fourteen days before, you get a full refund. Between fourteen and seven days, half. Less than seven days, nothing — unless we can re-let the room, in which case you get the full amount back.

Before you leave

Leave the room as you found it, take your rubbish with you and finish on time; another group may be waiting. Music must stop by 11pm. Keep the fire exits clear and do not go over the room's stated capacity.

Ask the Town Clerk if anything here is unclear. Nobody has ever been charged for asking.