



HEANOR AND LOSCOE TOWN COUNCIL ROOM HIRE CHARGES AS FROM 1ST APRIL 2018

HEANOR TOWN HALL (max cost any 1 day £150.00)

Ian Cox Room (50/150 persons)

Weekdays (Monday – Friday 8:00 am to 9:00 pm)	Hourly Rate: £15.00
Saturday & Sunday (8:00 am to 6:00 pm)	Hourly Rate: £19.00
Saturday & Sunday evenings (6:00 pm to 9:00 pm)	Hourly Rate: £25.00

All rooms must be vacated by 9:30 pm

Council Chamber (10/50 persons)

Weekdays (Monday – Friday 8:00 am to 9:00 pm)	Hourly Rate: £12.00
Saturday & Sunday (8:00 am to 6:00 pm)	Hourly Rate: £16.00
Saturday & Sunday evenings (6:00 pm to 9:00 pm)	Hourly Rate: £20.00

All rooms must be vacated by 9:30 pm

Buxton Room (8/10 persons)

Weekdays (Monday – Friday 8:00 am to 9:00 pm)	Hourly Rate: £11.00
Saturday & Sunday (8:00 am to 6:00 pm)	Hourly Rate: £13.00
Saturday & Sunday evenings (6:00 pm to 9:00 pm)	Hourly Rate: £15.00

All rooms must be vacated by 9:30 pm

ADDITIONAL CHARGES

Use of Kitchen, Water Boiler & Crockery/Glasses/Cutlery/Ian Cox Room	Per hire £6.00
Use of Urn/Crockery/Glasses/Cutlery in Council Chamber/Buxton Room	Per hire £6.00
Set up and Clearing away time (30 mins each side of booking time)	50% of hourly rate
Tea/Coffee (per person)	£0.50
Biscuits (per 10 persons or part thereof)	£2.50

REFUNDABLE DEPOSITS

The following refundable deposit is required for all day functions £50.00

(Deposits are refundable after the event, should no damage occur)

THE OLD FIRE STATION WILMOT STREET, HEANOR (capacity 60)

Weekdays (Monday - Friday)	Hourly Rate: £15.00
Saturday & Sunday (8:00 am to 6:00 pm)	Hourly Rate: £19.00
Saturday & Sunday evenings (6:00 pm to 9:00 pm)	Hourly Rate: £25.00

(Currently not available to hire due to longstanding booking)

WILMOT STREET CENTRE - WILMOT STREET (CAPACITY 130)

Main Hall

Weekdays (Monday – Friday – access available from 9:00 am)	Hourly Rate: £15.00
Saturday (1:00 pm to 6:00 pm)	Hourly Rate: £19.00

(Due to a longstanding booking the Wilmot Street Centre is only available to hire from 1:00pm on Saturdays)

Saturday (6:00 pm to 11:30 pm)	Hourly Rate: £25.00
Sunday (8:00 am to 6:00 pm)	Hourly Rate: 19.00
Sunday 6:00 pm to 11:30 pm)	Hourly Rate: £25.00
Kitchen	Per Hire: £6.00

Small Room (10/12 persons maximum) – ideal to be used as a changing area for shows

Weekdays (Monday – Friday – access available from 9:00 am)	Hourly Rate: £11.00
Saturday & Sunday (8:00 am to 6:00 pm)	Hourly Rate: £13.00

(Due to a longstanding booking the Wilmot Street Centre is only available to hire from 1:00pm on Saturdays)

Saturday & Sunday evenings (6:00 pm to 11:30 pm)	Hourly Rate: £15.00
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BOOKING INFORMATION

Maximum cost for any one day room hire £150.00

Minimum booking at weekends of 2 hours

All rooms within the Town Hall are to be vacated no later than 9.30pm

The Wilmot Street Centre to be vacated no later than 11:30 pm

Note: THE TOWN COUNCIL DO NOT ACCEPT 18TH BIRTHDAY PARTIES OR STAG OR HEN NIGHTS

The use of Bouncy Castles are not permitted inside the Town Hall or Wilmot Street Centre

ALL BUILDINGS ARE DISABLED FRIENDLY.

THERE WILL BE NO SMOKING WITHIN THE BUILDINGS AS FROM 1ST JULY 2007

Allotment Sites

£25 per site per year

Units 3, 4 & 5 – Citizens Advice

£4,000.00 per year

Fire Station

Phlebotomy monthly hire charge £866

Please contact the Town Clerk on 01773 533050 Email: admin@heanorloscoetowncouncil.gov.uk

Website: heanorandloscoetowncouncil.co.uk Office Hours: Monday to Friday 9.00 am to 12.00 noon.

Bookings will be confirmed following receipt of a completed Booking Form.