

ST STEPHEN PARISH CENTRE

Fees apply to agreements from 1st January 2020.

FUNCTION BOOKING RATES

Parish Centre	Function
Tennyson Hall	£23.00 p/h
St Stephen Suite	£25.00 p/h
Watling Room	£14.00 p/h
Tennyson + Watling	£35.00 p/h
Exclusive use*	£57.00 p/h
Outside fenced area	£5.50 p/h

FACILITIES

- St Stephen Suite (accommodates 35), suitable for seminars, conferences, meetings; air conditioned, with coffee and tea provision
- Tennyson Hall (accommodates 50–80)
- Watling Room, suitable for smaller meetings, activities (weekends only)
- Kitchen
- Outdoor enclosed children's party area (weekends only)
- Private parking (50 spaces)



DEPOSITS

Refundable damage deposits are required as follows:

- Children's Party (up to 11 years) – £100
- All other parties and social events – £250

For all parties and social events up to and including age 17

the hire agreement must be signed by the parent/guardian and minimum of 1 named adult per 10 children must be present for the duration of the party



Clients are responsible for setting up and putting away any furniture/equipment used

Enquiries/bookings please contact the Centres Manager

Tel: **01727 874867**

Email: **bookings@ststephenparishcouncil.gov.uk**