

Pavilion Room Hire – Frequently Asked Questions

Q: How do I book a room or check availability?

- Simply make a booking enquiry by returning to the Pavilion tab on the Home Page.

Q: Are tables and chairs included in the hire cost?

- Yes, they are included at no extra cost.

Q: How many tables and chairs are available?

- 10 tables (6ft x 2.5ft)
- 4 tables (4ft x 2ft)
- 50 chairs

Q: Can we bring our own food and drink?

- Yes, you're welcome to. Please note:
 - Kitchen facilities are basic (fridge/freezer, kettle, mugs, and teaspoons).
 - There are no cooking or heating facilities.
 - You'll need to bring any extra items you need.
 - Please clean and tidy away after use.

Q: Do we need to pay a deposit?

- Yes, a deposit is required before your booking to cover keys, and any potential damage or cleaning.
 - It's fully refundable once keys are returned and the post-event inspection is complete.
 - Refunds are usually made within 5 working days if everything is in order.
 - More details are in our Terms & Conditions.

Q: Is the venue wheelchair and pram accessible?

- Yes, and accessible toilets are available too.

Q: Do you have baby changing facilities?

- Yes, available on request.

Q: Can we play music?

- Yes, you can bring a small speaker.
- We have a PPL Licence, so you can play any music you like.

Q: How many rooms are available to hire?

- A smaller, meeting-style room.
- A larger, hall-style room.
- Both include shared access to the kitchen.

Q: What's the height from floor to ceiling in the larger hall?

- Approximately 227cm.

Q: Is there a bar on site?

- No, there isn't.

Q: Can we put up decorations?

- Yes, within reason. Please:
 - Use blu-tac only.
 - Fix to window frames where possible, not walls.
 - Do not hang items from ceiling tiles.
 - Remove all decorations after your event.

Q: Where can I find the Terms & Conditions?

- You can read them by returning to the Pavilion tab on the Home Page.

Q: Do you have heating and air conditioning?

- Yes, both rooms have combination units for heating and cooling.

Q: What should we do with rubbish after the event?

- Bins and liners are provided.
- We kindly ask that you take all waste away with you.

Q: What cleaning equipment is available?

- Vacuum
- Mop
- Tea towels
- Cloths
- Washing-up liquid
- Please leave the Pavilion as you found it, ready for the next guests.

Q: Is there any parking?

- Yes, there is a car park onsite.
- Spaces are on a first come, first served basis.

