DEPARTMENT OF COMMUNITIES AND WELLBEING
FEES AND CHARGES 2018-19
CIVIC HALLS

hide

SERVICE	NOTE	CURRENT CHARGE (including 20% VAT where applicable)	PROPOSED CHARGE wef April 2018 (including 20% VAT where applicable)	actual % increase (over current charge)	Comments
HALL HIRE					
CATERING FUNCTIONS	1				
Buffets (per head)		**included in meal package charge**	**included in meal package charge**		
Dinners(per head)		**50% of standard hall hire charge**	**50% of standard hall hire charge**		
plus, other than packages, catering functions will be charged hall hire					
NON-CATERING FUNCTIONS	2,3				
Price Band "A" (per hour)					
Weekdays - per hour		**£25.00**	**£26.00**	4.0%	
Weekends - per hour		**£35.00**	**£36.00**	2.9%	
Price Band "B" (per hour)					
Weekdays - per hour		**£30.00**	**£32.00**	6.7%	
Weekends - per hour		**£40.00**	**£42.00**	5.0%	
Price Band "C" (per hour)					
Weekdays - per hour		**£65.00**	**£67.50**	3.8%	
Weekends - per hour		**£80.00**	**£82.50**	3.1%	
SELF-CATERED CULTURAL SPECIFIC EVENTS	4				
Weekdays - per hour		**£140.00**	**£145.00**	3.6%	
Weekends - per hour		**£165.00**	**£170.00**	3.0%	
COMMERCIAL AND EXHIBITION EVENTS	5				
Weekdays - per hour		**£140.00**	**£145.00**	3.6%	
Weekends - per hour		**£165.00**	**£170.00**	3.0%	
USE OF KITCHEN (self service)	6				
Weekdays - per session					
Tea, Coffee and Biscuits		**£9.50**	**£9.60**	1.1%	)
Buffet preparation service		**£37.50**	**£37.50**	0.0%	)
Dinner Preparation Service		**£65.00**	**£65.00**	0.0%	)
Weekends - per session					) available at all halls
Tea, Coffee and Biscuits			**£10.00**		New Charge
Buffet preparation service		**£40.00**	**£45.00**	12.5%	)
Dinner Preparation Service		**£80.00**	**£81.00**	1.3%	)
CLOAKROOM					
(Elizabethan, Longfield only)					
Leisure Services Functions - Individual Charge		**£1.50**	**£1.80**	20.0%	
Private Hire - Inclusive Charge		**£85.00**	**£86.00**	1.2%	
PRS Music License Charges					
Classical Music Concert (per 100 admissions)		**£20.00**	**£21.00**	5.0%	
Live Band Music		**£35.00**	**£36.00**	2.9%	
Fashion Shows & Exhibitions		**£38.00**	**£39.00**	2.6%	
Aerobic and Exercise Classes		**£2.60**	**£3.00**	15.4%	
Social & Tea Dances		**£9.70**	**£10.00**	3.1%	
Disco Events		**£18.00**	**£18.50**	2.8%	
Miscellaneous Events		**£20.00**	**£20.50**	2.5%	
WEDDING PACKAGES					
Elizabethan –Saturday	7	**£3,950.00**	**£3,950.00**	0.0%	These have recently been re-launched with a new brochure so we cannot increase package price until Sept 2018
Elizabethan - other days	7	**£3,250.00**	**£3,250.00**	0.0%	
Ramsbottom - Saturday	7	**£3,450.00**	**£3,450.00**	0.0%	
Ramsbottom - other days	7	**£2,950.00**	**£2,950.00**	0.0%	

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OTHER FACILITIES					
Front of House Supervisors - hourly rate		**£20.00**	**£21.00**	5.0%	
Piano/Organ		**£45.00**	**N/A**		
Thrust Stage or Catwalk		**£195.00**	**£200.00**	2.6%	
Balloon Cascade		**£30.00**	**£35.00**	16.7%	
TV and Video Recorder		**£50.00**	**N/A**		
Slide/Overhead Projector, Stand and Screen		**£30.00**	**£35.00**	16.7%	
Flip chart & stand		**£15.00**	**£15.15**	1.0%	
Presentation equipment		**£40.00**	**£40.40**	1.0%	
EVENTS					
50/50 and Social Dances weekdays		**£4.50**	**£4.60**	2.2%	
50/50 and Social Dances Saturdays		**£6.50**	**£6.60**	1.5%	
Tea and Sequence Dances		**£4.50**	**£4.60**	2.2%	
Practice Night - Adult Dancers		**£4.50**	**N/A**		
Practice Night - Junior Dancers (under 16)		**£4.30**	**N/A**		
Practice Night - Spectators		**£4.30**	**N/A**		
Keep fit		**£4.50**	**£4.60**	2.2%	

CATERING SERVICES- NOTES

1 Functions requiring catering. The hall hire element is not subject to VAT.

2 The rooms within the civic halls are divided into three price bands relative to their size and capacity as follows:

Price band "A"
Elizabethan
Ramsbottom

Price band "B"
Elizabethan
Longfield
Ramsbottom

Price band "C"
Elizabethan
Longfield

3 Rates shown are per hour.Following the independent review of Civic Halls in 2013 there is no longer a minimum hire period

4 Self Catered Cultural Specific Events - Inclusive of main venue rooms and kitchen but negotiable dependant on room use and hire period. A corkage fee will be charged for customers who wish to provide their own drinks. No minimum hire period.

5 Rates shown for commercial and exhibition events apply to all rooms

6 Rates shown for use of kitchen are per session and are available at all halls. Additional charges apply if use of the Council's crockery, cutlery & napery is required. The charge for Dinner Preparation Service also applies to other cooked meals eg lunches

7 Wedding packages at Elizabethan Suite and Ramsbottom include the following services. (full details supplied in promotional leaflets, available on request and online)

Wedding Breakfast for 40 Guests.• Evening Reception with buffet for 80 Guests.• Room hire.• Red carpet on arrival.• Canapes on arrival. • Premium Drinks Package.• A professionally decorated room• Cake stand and knife. • Cake cutting service (if required).• Master of ceremonies.• Linen Napkins.• Balloon cascade.• Silver number stands & table numbers.• Highchairs on request.• Professional Resident DJ Performance times 7.30pm until 12.00 midnight.

Surcharges will apply for any additional guests over the package numbers attending the Wedding Breakfast, or Evening Buffet.

8 Increases in line with Inflation or to recommended retail price, plus VAT