

# Hurst Green Memorial Hall

## Facilities, Contents and Equipment

Our hall has a good standard of functionality for most people's needs. The building is a traditional barn with a springboard wooden floor. The building heating is currently provided by electric powered side wall radiators.

The Hall is licensed for up to 300 people standing and can accommodate around 180 people seated.

We have a separate Upper Jubilee Room for hire either independently or collectively – useful for smaller meetings and gatherings of up to 30 people.

The hall rooms are available for hire in whole hour sessions (minimum hire 2 hours).

Hire, unless agreed otherwise beforehand is available between 8:00am and midnight (NB music & bar to cease by 11:30pm unless agreed beforehand).

### Access etc:

Full disabled access and toilets  
Baby changing facilities  
First Aid Kit  
Emergency defibrillator

### Kitchen Facilities:

Electric solid state 4 Hob and oven  
Fridge / Freezer  
Near boiling water 'on tap'  
4 shelf plate / pie warmer  
Microwave oven  
Cutlery for 15 persons  
Cups and saucers for 70 persons  
Dinner plates for 40 persons  
40 bigger coffee brew mugs  
Separate access for outside caterers with private parking

### Tables and Chairs:

20 x Go-pak collapsible tables: 183cm / 72" x 76cm / 30"

These seat up to 8 people.

- 15 x lightweight stacked on trolley
- 4 x medium weight stacked on stage back wall
- 9 x heavy weight stacked on stage back wall

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75 x blue soft seat stackable chairs  
40 x wide brim brown plastic chairs  
140 x green plastic chairs  
Under 6's children size rectangular tables (2) and accompanying little chairs (14)

### Bar and Services:

We have an integral bar facility with staff. (Fees to be discussed)  
We can provide staff for serving drinks at your reception. (Fees to be discussed)  
We offer a post-event cleaning service @£12ph (as a cost guide, for a large event allow for two people for two hours each – ie £48 total)

### Miscellaneous:

Robust wall hooks for internal decor  
Wi-Fi  
Separate PA system  
Large Stage with drawn curtains, spot light bar and side changing/storage room  
12 step 'A' frame ladder for assisting hall decorations

### Outside:

The Bayley Field, can be used for your event - needs permission from the Parish Council – (a formality)  
Neighbouring fenced external recreation area – for the safety of young children  
Car parking for approximately 45 cars