

**APPENDIX 1**

**BRAUNSTONE TOWN COUNCIL  
CIVIC CENTRE & THORPE ASTLEY HIRE CHARGES FROM 01.04.2018**

**PRIVATE FUNCTIONS & COMMERCIAL USE**

Dances, aerobic classes, commercial sales and any private function to which access is limited by invitation.

**PAYMENT IS REQUIRED IN FULL AT TIME OF BOOKING, UNLESS STATED BY AN \* WHERE A DEPOSIT OF £100 IS REQUIRED, BOTH ARE NON REFUNDABLE.**

**CATERGORY A & B REQUIRES A BOND OF £100 (£200 TEENAGE PARTY) CATERGORY C & D REQUIRES A £20 BOND ADDING TO THE BALANCE FOR ANY PARTY BOOKINGS, THIS IS TO BE PAID NO LATER THAN 28 DAYS BEFORE THE FUNCTION ALONG WITH YOUR BALANCE. THE BOND WILL BE REFUNDED UNLESS THE BOOKING REQUIRES EXCESS CLEANING, DAMAGE TO PROPERTY OR LATE CHANGES TO BOOKING.**

| Prices shown are per hour |   | Monday to Thursday | Friday           |                | Saturday/ Bank Hol | Sunday         |
|---------------------------|---|--------------------|------------------|----------------|--------------------|----------------|
| Room Category             | Min. Period of Hire   | All Day            | 9.00am to 5.00pm | After 5.00pm   | All Day            | All Day        |
|                           |   | <b>2 Hours</b>     | <b>2 Hours</b>   | <b>3 Hours</b> | <b>3 Hours</b>     | <b>3 Hours</b> |
| <b>A</b>                  | MILLFIELD HALL  | £15.40             | £15.40           | £40.95*        | £40.95*            | £40.95*        |
| <b>B</b>                  | COUNCIL CHAMBER<br>THORPE ASTLEY MAIN HALL                        | £12.70             | £12.70           | £26.35*        | £26.35*            | £26.35*        |
| <b>C</b>                  | RAVENHURST ROOM   | £5.65              | £5.65            | £5.65          | £5.65              | £5.65          |
| <b>D</b>                  | FOSSE ROOM<br>TA LARGE MEETING ROOM<br>ACTIVITY ROOM              | £4.95              | £4.95            | £4.95          | £4.95              | £4.95          |
| <b>E</b>                  | WINSTANLEY ROOM<br>TA SMALL MEETING ROOM                          | £3.90              | £3.90            | £3.90          | £3.90              | £3.90          |
| <b>F</b>                  | CIVIC CENTRE MEETING ROOM<br>CIVIC CENTRE INTERVIEW ROOM          | £3.80              | £3.80            | £3.80          | £3.80              | £3.80          |
|                           | CIVIC CENTRE -KITCHEN<br>min period of 1 hour (inc use of cooker) | £6.25              | £6.25            | £6.25          | £6.25              | £6.25          |
|                           | THORPE ASTLEY - KITCHEN<br>min period of 1 hour, (NO COOKER)      | £3.90              | £3.90            | £3.90          | £3.90              | £3.90          |

|   |                                   |
|---|-----------------------------------|
| Hot Flask And Cups                                      | £4.10 (inclusive of VAT)          |
| Tea/Coffee/Milk/Sugar provided at an additional cost of | 40p per person (inclusive of VAT) |
| Biscuits  | 35p per packet (inclusive of VAT) |
| Bottled Water   | 65p per bottle (inclusive of VAT) |

| <b>BUSINESS MEETINGS / SEMINARS</b>   |  |
|---|--|
| Use of OHP, Flip Chart, TV/Video  | £4.10 each item per session (inclusive of VAT) |
| <b>WEDDING / PARTY PACKAGE (Saturday or Sunday)</b><br>Discount of 20% on the price of any bookings over 6 hours between the hours of 9am – Midnight Saturday & 9am – 11pm Sunday |  |

**BRAUNSTONE TOWN COUNCIL  
CIVIC CENTRE & THORPE ASTLEY HIRE CHARGES FROM 01.04.2018**

**PRIVATE FUNCTIONS - BRAUNSTONE TOWN RESIDENTS**

HOW TO QUALIFY: Registered elector and proof of identity required at time of booking.

**PAYMENT IS REQUIRED IN FULL AT TIME OF BOOKING, UNLESS STATED BY AN \*  
WHERE A DEPOSIT OF £100 IS REQUIRED, BOTH ARE NON REFUNDABLE.**

**CATERGORY A & B REQUIRES A BOND OF £100 (£200 TEENAGE PARTY) CATERGORY C & D  
REQUIRES A £20 BOND ADDING TO THE BALANCE FOR ANY PARTY BOOKINGS, THIS IS TO BE  
PAID NO LATER THAN 28 DAYS BEFORE THE FUNCTION ALONG WITH YOUR BALANCE.  
THE BOND WILL BE REFUNDED UNLESS THE BOOKING REQUIRES EXCESS CLEANING, DAMAGE  
TO PROPERTY OR LATE CHANGES TO BOOKING.**

| Prices shown are per hour |   | Monday to<br>Thursday | Friday              |                 | Saturday/<br>Bank Hol | Sunday  |
|---------------------------|---|-----------------------|---------------------|-----------------|-----------------------|---------|
| Room<br>Category          | Min. Period of Hire   | All Day               | 9.00am to<br>5.00pm | After<br>5.00pm | All Day               | All Day |
|                           |   | 2 Hours               | 2 Hours             | 3 Hours         | 3 Hours               | 3 Hours |
| <b>A</b>                  | MILLFIELD HALL  | £14.35                | £14.35              | £38.75*         | £38.75*               | £38.75* |
| <b>B</b>                  | COUNCIL CHAMBER<br>THORPE ASTLEY MAIN HALL                        | £12.00                | £12.00              | £25.30*         | £25.30*               | £25.30* |
| <b>C</b>                  | RAVENHURST ROOM   | £5.15                 | £5.15               | £5.15           | £5.15                 | £5.15   |
| <b>D</b>                  | FOSSE ROOM<br>TA LARGE MEETING ROOM<br>ACTIVITY ROOM              | £4.65                 | £4.65               | £4.65           | £4.65                 | £4.65   |
| <b>E</b>                  | WINSTANLEY ROOM<br>TA SMALL MEETING ROOM                          | £3.60                 | £3.60               | £3.60           | £3.60                 | £3.60   |
| <b>F</b>                  | CIVIC CENTRE MEETING ROOM<br>CIVIC CENTRE INTERVIEW ROOM          | £3.55                 | £3.55               | £3.55           | £3.55                 | £3.55   |
|                           | CIVIC CENTRE -KITCHEN<br>min period of 1 hour (inc use of cooker) | £5.95                 | £5.95               | £5.95           | £5.95                 | £5.95   |
|                           | THORPE ASTLEY - KITCHEN<br>min period of 1 hour, (NO COOKER)      | £3.85                 | £3.85               | £3.85           | £3.85                 | £3.85   |

|   |                                   |
|---|-----------------------------------|
| Hot Flask And Cups                                      | £4.10 (inclusive of VAT)          |
| Tea/Coffee/Milk/Sugar provided at an additional cost of | 40p per person (inclusive of VAT) |
| Biscuits  | 35p per packet (inclusive of VAT) |
| Bottled Water   | 65p per bottle (inclusive of VAT) |

| <b>BUSINESS MEETINGS / SEMINARS</b>   |   |
|---|---|
| Use of OHP, Flip Chart, TV/Video  | £4.10 each item per session<br>(inclusive of VAT) |
| <b>WEDDING / PARTY PACKAGE (Saturday or Sunday)</b><br>Discount of 20% on the price of any bookings over 6 hours between the hours of 9am – Midnight Saturday & 9am – 11pm Sunday |   |

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**COMMUNITY GROUP**

HOW TO QUALIFY: The hiring must not be for personal or commercial gain but should benefit the community as a whole and group must be a charity or community, non-profit making organisation. Applicants must successfully meet the criteria set out on the Application Form. Local Authorities also qualify if hiring is for the direct benefit of local residents

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| Prices shown are per hour |  | Monday to Thursday |              | Friday           |              | Saturday/ Bank Hol | Sunday  |
|---------------------------|--|--------------------|--------------|------------------|--------------|--------------------|---------|
| Room Category             | Min. Period of Hire  | 8.00am– 5.00pm     | After 5.00pm | 9.00am to 5.00pm | After 5.00pm | All Day            | All Day |
|                           |  | 2 Hours            |              | 2 Hours          | 3 Hours      | 3 Hours            | 3 Hours |
| <b>A</b>                  | MILLFIELD HALL   | £13.25             | £13.25       | £13.25           | £35.50*      | £35.50*            | £29.70* |
| <b>B</b>                  | COUNCIL CHAMBER<br>THORPE ASTLEY MAIN HALL                     | £10.85             | £10.85       | £10.85           | £23.25*      | £23.25*            | £10.85* |
| <b>C</b>                  | RAVENHURST ROOM  | FREE USE           | £4.95        | FREE USE         | £4.95        | £4.95              | £4.95   |
| <b>D</b>                  | FOSSE ROOM<br>TA LARGE MEETING ROOM<br>ACTIVITY ROOM           | FREE USE           | £4.40        | FREE USE         | £4.40        | £4.40              | £4.40   |
| <b>E</b>                  | WINSTANLEY ROOM<br>TA SMALL MEETING ROOM                       | FREE USE           | £3.35        | FREE USE         | £3.35        | £3.35              | £3.35   |
| <b>F</b>                  | CIVIC CENTRE MEETING ROOM<br>CIVIC CENTRE INTERVIEW ROOM       | FREE USE           | £3.35        | FREE USE         | £3.35        | £3.35              | £3.35   |
|                           | CIVIC CENTRE -KITCHEN min period of 1 hour (inc use of cooker) | £3.80              | £3.80        | £3.80            | £3.80        | £3.80              | £3.80   |
|                           | THORPE ASTLEY - KITCHEN min period of 1 hour, (NO COOKER)      | £3.70              | £3.70        | £3.70            | £3.70        | £3.70              | £3.70   |

|   |                                   |
|---|-----------------------------------|
| Hot Flask And Cups                                      | £4.10 (inclusive of VAT)          |
| Tea/Coffee/Milk/Sugar provided at an additional cost of | 40p per person (inclusive of VAT) |
| Biscuits  | 35p per packet (inclusive of VAT) |
| Bottled Water   | 65p per bottle (inclusive of VAT) |

| <b>BUSINESS MEETINGS / SEMINARS</b>  |                |
|--|----------------|
| Use of OHP, Flip Chart, TV/Video   | Free of Charge |
| <b>WEDDING / PARTY PACKAGE (Saturday or Sunday)</b>  |                |
| Discount of 20% on the price of any bookings over 6 hours between the hours of 9am – Midnight Saturday & 9am – 11pm Sunday |                |