

**St Andrew's Church Centre
Hall & Room Charges
and Bookings
from January 2019**

Registered Charity Number 1128973



St Andrew's Malvern
Partnering with God in the flourishing of our communities

The following charges will apply from 1st January 2019.

All bookings (for Church Hall, Rooms and the Church) are recorded on the Church Bookings Website (link: www.standrews.malvernscouts.org.uk/). Only certain individuals (the Rector and Booking Secretary, with the Church Wardens as backup) are allowed to take bookings.

Note: If you are planning to do something unusual (e.g. using a bouncy castle or have a barbecue), you may also need to conduct a risk assessment (link: www.standrewsandallsaints.org/resources/risk-management/).

Charges (subject to normal booking conditions).

Charges apply from the time the Centre is entered to the time that it is vacated, i.e. including all set-up and clear down time. All charges are for the basic use of the rooms (with toilet and refreshment facilities), including use of tables and chairs. Users are expected to get any tables and chairs they need out themselves and put them away afterwards - unless otherwise agreed with the Caretaker. The hall, rooms and facilities should always be left in a clear and clean state ready for the next users.

Church Hall – includes use of kitchen, toilets and access through the foyer

Regular users £12.75/hour

Occasional users £14.80/hour

Additional charges apply for use of cutlery, crockery, etc.

Meeting Rooms – includes use of toilets and use of drinks making facilities in the foyer – but not full use of the shared foyer itself

Blue Rooms (Broad Down & Wynd's Point) and **Sugar Loaf**

Regular users

First room £6.40/hour

Subsequent rooms £5.35/hour

Occasional users

As per regular users +£1.00/hour on the first room

Yellow Rooms (Holly Bush & Midsummer) and **Chase End**

Regular users

First room £6.90/hour

Subsequent rooms £5.90/hour

Occasional users

As per regular users +£1.00/hour on the first room

Agreed by the St Andrew's Parochial Church Council, December 2018