

Wellington Community Association

Registered Charity No.503857

Hire Charges for Community Room & School Hall

The following hire charges are valid for bookings that take place between 01 April 2025 and 31 March 2026:

Table 1: Single Room Hire

FACILITY	Rate per Hour (£)	
Community Room (inc. kitchen) OR School Hall	Wellington Parishioner OR Regular User (see Note 1)	
	1-5 hrs	+6 hrs
	£9.00	£8.00
	Occasional User	
	1-5 hrs	+6 hrs
	£12.00	£10.50

Table 2: Whole Centre Hire

FACILITY	Rate per Hour (£)	
WHOLE CENTRE Community Room (inc. kitchen) AND School Hall	Wellington Parishioner OR Regular User (see Note 1)	
	1-5 hrs	+6 hrs
	£18.00	£16.00
	Occasional User	
	1-5 hrs	+6 hrs
	£24.00	£21.00

Notes:

1. Regular users are defined as users who have 12 or more bookings (including forward bookings) per calendar year
2. There will be a minimum booking period of 1 (one) hour per event.
3. Only "whole hour bookings" are permitted.
4. For bookings over 8 hours please contact the Bookings Officer.
5. Failure to give notice of cancellation of any booking (see Conditions of Booking – Clause 10) will result in full payment being required.
6. Deposits will be required as follows:
£100 when alcohol is being served.
£20 for activities that may incur additional cleaning costs.
7. When the booking is made you will be advised of the deposit required that should be deposited with the Bookings Officer in the form of a cheque (or two cheques if both deposits are needed) which will be returned to you after your events if it is not needed to cover expenses. Note: any incurred costs over and above the deposit will be charged for.