

Hall Charges

		Stutton Residents	Non Resident
Monday – Friday	All Day	£55	£70
Monday – Friday	Half Day	£30	£45
Monday – Thursday	Evening	£30	£45
Friday or Saturday	Evening	£75	£90
Saturday	Half Day	£35	£70
Saturday	All Day & Evening	£100	£150
Sunday	Half Day	£35	£50
Sunday	All Day	£60	£75
Preparation	(Evening)	£15	£20

For further details and to make a booking please contact:

Roberta Garrad (Booking Secretary) tel. 01473 328713

Rates Set 1 October 2006

STUTTON COMMUNITY HALL

Manningtree Road, Stutton IP9 2TA

Booking Secretary tel. 01473 328713



Hall

The venue is licensed by Babergh District Council.

The maximum numbers that can be accommodated:

Seated at tables	150 Persons
Mixed Occupancy (tables and dancing area)	180 persons
Dancing	200 Persons

Car Park

There is ample car parking for approx 50 cars

Accessibility

There is level access to all areas of the hall except the stage. There is a fully accessible toilet for wheelchair users and there are two designated disabled parking spaces adjacent to the hall entrance. A loop hearing system has been installed.

Furniture

There are 80 upholstered chairs and 70 plastic chairs.

14 Folding tables (6 feet long) and 5 Folding tables (4 feet long)

Hours

As part of our licence we require that events finish by 12 midnight during weekdays and by 11.30 pm on Saturdays.

Licences

If you require a drinks licence, the hirer has to apply for a temporary event notice from Babergh District Council. Application forms are available from the Booking Secretary.

Heating

There are storage heaters in the main hall, which maintain background heating. Additional wall heaters can provide more instant heating.

Electricity

Electricity costs are included in the hire charge. There are no separate meters. Please do what you can to reduce the use of electricity – it reduces the costs that we pass onto the hirers and it reduces carbon emissions too.

Kitchen

There is a fully equipped modern kitchen. There is an electric oven which has a 4 ring hob. Also provided is a kettle, water urn, microwave and a fridge. The water is heated by an electric immersion heater.

There is crockery and cutlery for 90 people. Please note in case of breakages a charge will be levied.

Committee Room

The committee room seats approximately 20 people.

Stage

The Hall has a stage, which is accessible from either the hall, up a flight of detachable steps, or from the corridor to the left of the stage again up a set of stairs. There are loading doors for scenery and equipment at the back of the stage. The doors are about 4ft above ground level. Please note there is no special stage lighting.

