

**PAGET ROOMS HIRE CHARGES (Incl. VAT)      APRIL 2009 – MARCH 2010**

**MONDAY - FRIDAY**

	<b>Main Hall Balcony</b>	<b>&amp;</b>	<b>Main Hall Only</b>	<b>Balcony Only</b>
	£		£	£
9a.m. – 10a.m. } 10a.m. – 11a.m. } 11a.m. – 12noon } 12noon - 1p.m. }	12.00 per hr.		10.35 per hr.	7.30 per hr.
1p.m. – 2p.m. } 2p.m. – 3p.m. } 3p.m. – 4p.m. } 4p.m. – 5p.m. } 5p.m. – 6p.m. }	12.80 per hr.		11.20 per hr.	7.95 per hr.
6p.m. – 7p.m. } 7p.m. – 8p.m. } 8p.m. – 9p.m. } 9p.m. – 10p.m. } 10p.m. – 11p.m. }	19.25 per hr.		15.95 per hr.	12.00 per hr.
11p.m. – 12mdnt	23.05 per hr.		20.00 per hr.	14.45 per hr.
12mdnt. Onwards	27.20 per hr.		24.05 per hr.	17.45 per hr.

**SATURDAY & SUNDAY**

9a.m. - 10a.m. } 10a.m. - 11a.m. } 11a.m. - 12 noon } 12noon - 1p.m. }	15.55 per hr.		13.50 per hr.	9.35 per hr.
1p.m. - 2p.m. } 2p.m. - 3p.m. } 3p.m. - 4p.m. } 4p.m. - 5p.m. } 5p.m. - 6p.m. }	16.75 per hr.		14.45 per hr.	10.45 per hr.
6p.m. - 7p.m. } 7p.m. - 8p.m. } 8p.m. - 9p.m. } 9p.m. - 10p.m. } 10p.m. - 11p.m. }	24.70 per hr.		21.70 per hr.	15.55 per hr.
11p.m. – 12mdnt	30.15 per hr.		25.85 per hr.	18.80 per hr.
12mdnt. Onwards	35.15 per hr.		31.15 per hr.	23.15 per hr.

**NOTE:- minimum charge of 2 hours payable**

### **Bank/Public Holidays**

**Where a period of hire coincides with a bank or public holiday or extra-statutory holiday, as determined by the Town Council, the requisite hire fee will be doubled.**

### **Additional Facilities**

Use of kitchen	-	£5.60 per hirer per day
Changing Rooms	-	First floor £5.60} per hirer
	-	Lower ground floor £5.60} per
	-	Both floors £9.60} day
Use of stage		£8.05 per hirer per day
Stage Extension	-	Flat rate charge of £127.00 pro rata according to area of staging required.
Stage Lighting	-	(hirer's own equipment) £15.95 } per hirer
	-	(Council equipment) £31.95 } per
	-	(hirer's and Council equipment } £39.85 } day
Bar Charge	-	£15.95 per hirer per day where alcoholic drink is provided for sale under terms of a Justices' Licence.
Piano	-	£9.60 per hirer per day (In the event of a hirer requiring the piano to be moved from the Main Hall floor to the stage, the hirer will be required to pay the cost of movement both to the stage and back to the Main Hall floor, this movement to be carried out by or on the authority of the Council).

### **Rehearsals, Preparation and Finishing Times**

Use of the Paget Rooms and its facilities for rehearsal purposes prior to the commencement of a hire period of minimum of four days will be charged at 25% of the hourly rate up to a maximum of 16 hours.

Use of the Paget Rooms for preparation prior to a period of hire or for tidying up and clearing the building at the conclusion of a period of hire will be charged at 25% of the hourly rate except that at the conclusion of an evening hire period the appropriate hourly rate will apply.

### **Commercial Hire**

Where, in the opinion of the Town Council an application for hire is primarily of a nature not intended to provide local public entertainment but is of a commercial nature resulting in potential financial gain from the sale of goods, materials or services, the relevant fees and charges will be increased by 25%.

### **Discount for Extended Bookings**

Hire of the Paget Rooms for a continuous period of four days or more will attract a discount on all related fees and charges as follows:-

4 – 5 days	5.0%
6 days or more	10.0%

### **Payments**

Fees and Charges payable to the Council in respect of the letting include VAT at the appropriate rate and shall be payable to the Council on demand in accordance with the above scale of fees and charges fixed by the Council and ruling at the time of the actual period of hire. However, where a booking has been accepted prior to an increase or variation in charges and the full amount of the hire fee as then assessed is paid, the hire fees will be those ruling at the time the booking is accepted, subject to any additional charges incurred at the time of the actual period of hire being those currently in force. Where an increase in charges has arisen since the time the booking has been accepted and the full hire fee has not been paid the hirer will be allowed to cancel booking without penalty, provided the cancellation is made at least one calendar month prior to the commencement of the hire period.