

BUXHALL VILLAGE HALL MANAGEMENT COMMITTEE

(Registered Charity No: 304724)

Mill Road, Buxhall, Stowmarket, Suffolk, IP14 3DS

VILLAGE HALL HIRE CHARGES 2025 -2026

We welcome hire enquiries from everyone. Buxhall Village Hall is supported by its community so preferential rates are offered to Buxhall village residents and organisations.

All furniture and equipment, crockery and cleaning products plus parking (within the grounds or available parking at the village car park across the road) are included within the hire charge.

All hire charges are based on an hourly rate with a minimum two-hour charge. When booking times please include time required to set up and clear away.

Electric is not included within the hire fee. This is operated via meters which accept £1 and £2 coins.

Hourly Rate	Hall Only	Hall and Kitchen
Non-residents	£8.00	£11.00
Residents and village organisations (15% discount)	£6.80	£9.35
Commercial	£10.00	£15.00

Other Hire charges

An additional fee of £10.00 is charged if the Hirer is selling alcohol.

A commercial pitch charge, on the hall's car park is £10.00 for up to 4 hours.

Our tables and plastic stacking chairs may be hired for other, non-village hall, events. A deposit will be required and all damage and breakages must be paid for. Prices available on application.

Deposits

A deposit of 50% of the hire fee is payable upon application, to secure the booking.

The balance of fees is payable 4 weeks before the event for which the premises are hired.

Notes

1. Food can be brought in subject to compliance with 'Standard Conditions of Hire'.
2. Pay bars may be allowed subject to condition 3 of the 'Standard Conditions of Hire'.
3. The above charges are subject to annual review.

The Buxhall Village Hall Management Committee reserves the right to offer further concessionary hire rates upon request e.g. for a charity event or an event to raise funds for the village or the Village Hall. All requests will be considered and agreed at a full Buxhall Village Hall Management Committee meeting.

Policy	Hire Charges	
Date / Version	April 2025	
Review Date	April 2026	Page 1 of 1