



BIGGLESWADE TOWN COUNCIL

ORCHARD COMMUNITY CENTRE

FEES TO TAKE EFFECT FROM 1 APRIL 2022

MAIN HALL – STANDARD CHARGES	2021/2022	2022/2023
Hire of Main Hall per hour	£20.00 per hour	£32.00 per hour
Cost of setting up and / or clearing up hall	£20.00 per hour	£25.00 per hour

MAIN HALL - COMMUNITY ACTIVITIES CHARGES	2021/2022	2022/2023
Hire of Main Hall Per Hour	£20.00 per hour	£25.00 per hour
Cost of setting up and / or clearing up hall	£20.00 per hour	£25.00 per hour
Refundable Deposit (for other functions)	£100.00	£100.00
<ul style="list-style-type: none">Reduction for Local Charities or Local Not for Profit Organisations registered with HMRC for Gift Aid. (Local means “charities and not-for-profit entities for the benefit of Biggleswade residents”)*	50% Reduction	20% Reduction
<ul style="list-style-type: none">Reduction for Block Bookings*	10% Reduction for 7 or more bookings	10% Reduction for 7 or more bookings
*Only one discount may be applied		



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TRAINING ROOM - STANDARD CHARGES	2021/2022	2022/2023
Hire Charge	£120.00 per day	£28.00 per hour
Hire Charge	£72.00 per ½ day	£28.00 per hour
Refreshments Charge	£10.00 + VAT = £12.00	£20.00 + VAT = £24.00

TRAINING ROOM - COMMUNITY ACTIVITIES CHARGES	2021/2022	2022/2023
Hire Charge	£120.00 per day	£20.00 per hour
Hire Charge	£72.00 per ½ day	£20.00 per hour
Refreshments Charge	£10.00 + VAT = £12.00	£15.00 + VAT = £18.00
<ul style="list-style-type: none">Reduction for Local Charities or Local Not for Profit Organisations registered with HMRC for Gift Aid. (Local means “charities and not-for-profit entities for the benefit of Biggleswade residents”) *	0%	20% Reduction
<ul style="list-style-type: none">Reduction for Block Bookings*	0%	10% Reduction for 7 or more bookings
*Only one discount may be applied		