

## SCALE OF CHARGES FOR ORCHARD COMMUNITY CENTRE

### FEES EFFECTIVE FROM 1 APRIL 2024

<b>MAIN HALL – CORPORATE</b>	<b>2023/24</b>	<b>2024/25</b>
Hire of Main Hall per hour	£35	£35
Cost of setting up and / or clearing up hall	N/A	N/A
Caretaker Assistance	£10	£10
Refreshments Charge – tea, coffee and biscuits	£22	£22
Refundable Deposit (for other functions)	£100	N/A due to online booking.

<b>MAIN HALL – COMMUNITY ACTIVITY CHARGES</b> (only 1 discount may be applied)	<b>2023/24</b>	<b>2024/25</b>
Hire of Main Hall per hour	£28	£28
Cost of setting up and / or clearing up hall	N/A	N/A
Caretaker Assistance	£10	£10
Refreshments Charge – tea, coffee and biscuits	£22	£22
Refundable Deposit (for other functions)	£100	N/A due to online booking.
Discount for Local Charities or Local Not for Profit Organisations registered with HMRC for Gift Aid. (Local means within the Parish of Biggleswade).	20% Reduction	20% Reduction
Discount for Block Bookings	10% Reduction for 7 or more bookings	10% Reduction for 7 or more bookings

<b>TRAINING ROOM – CORPORATE</b>	<b>2023/24</b>	<b>2024/25</b>
Hire Charge – per hour	£31	£31
Caretaker Assistance	£10	£10
Refreshments Charge – tea, coffee and biscuits	£22	£22
Refundable Deposit (for other functions)	£100	N/A due to online booking.

<b>TRAINING ROOM – COMMUNITY ACTIVITY CHARGES</b> (only 1 discount may be applied)	<b>2023/24</b>	<b>2024/25</b>
Hire Charge – per hour	£22	£22
Caretaker Assistance	N/A	£10
Refreshments Charge – tea, coffee and biscuits	£16.67	£16.67
Refundable Deposit (for other functions)	£100	N/A due to online booking.
Discount for Local Charities or Local Not for Profit Organisations registered with HMRC for Gift Aid. (Local means within the Parish of Biggleswade).	20% Reduction	20% Reduction
Discount for Block Bookings	10% Reduction for 7 or more bookings	10% Reduction for 7 or more bookings