

# WINDING WHEEL AUDITORIUM COMMUNITY HIRE CHARGES

13 Holywell Street, Chesterfield. S41 7SA

Booking Enquiries to Chesterfield Visitor Information Centre, Rykneld Square, Chesterfield S40 1SB

Tel (01246) 345 333 (9.30am - 5pm Monday to Friday)

Email [venuehire@chesterfield.gov.uk](mailto:venuehire@chesterfield.gov.uk) Visit [chesterfieldvenuehire.co.uk](http://chesterfieldvenuehire.co.uk)

## Scale of Charges from 1 April 2019

All Bookings are subject to a minimum of <b>three</b> hours booking (excluding kitchens) £95.00 inc. VAT minimum hire charge applies.		<b>WINDING WHEEL AUDITORIUM</b>		
Rooms should be booked to include setting up and clearing away time. If a bar is arranged, please allow one hour after the bar closes.		300-600 persons		<b>Hire Charge (including VAT) £</b>
		Hourly Rate £	<b>VAT £</b>	
<b>Community Charge</b> e.g. Private, Social events, non-profit making clubs, charity events, Mon-Fri meetings.	Mon-Thu pre 5pm	42.92	8.58	51.50
	Mon-Thu after 5pm	69.17	13.83	83.00
	Fri-Sun pre 5pm	64.58	12.92	77.50
	Fri-Sun after 5pm	90.00	18.00	108.00
	CIRCLE	14.58	2.92	17.50
	KITCHEN (per hour)	7.92	1.58	9.50
	SERVERY (per event)	14.17	2.83	17.00
Large event discount (20%) for bookings of all rooms for more than 1 day on consecutive days.				
<b>Community Discount</b> Discounted rate to non-profit making clubs or associations who block book 10 or more dates excluding Sat/Sun with 1 month flexibility clause re venue/time	Mon- Fri pre 5pm	34.58	6.92	41.50
	Mon-Fri after 5pm	56.67	11.33	68.00
	KITCHEN (per hour)	6.25	1.25	7.50
	SERVERY (per event)	11.67	2.33	14.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		
Security Staff: £20.00 per hour incl. vat		Front of House Staff: £15.00 per hour incl. vat		

**(The above prices are subject to VAT. VAT is charged at the prevailing rate as applicable)**

### BANK HOLIDAY HIRINGS: BY NEGOTIATION ONLY AT DOUBLE RATES.

All customers must pay a holding deposit of £100 plus vat or 10% of hire charge at the time of booking.

This 'deposit' is payable on top of the hire charge, and will be refunded after the event if no damage arises.

**The Deposit will not be refunded if the event is cancelled.**

The remaining hire charges are payable **eight** weeks before the event or immediately if the booking is made within this period. Please make cheques payable to *Chesterfield Borough Council - Credit / Debit Cards accepted.*



**CHESTERFIELD**  
BOROUGH COUNCIL

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<b>COMMERCIAL HIRINGS</b>	Mon-Thu pre 5pm	85.00	17.00	102.00
	Mon-Thu after 5pm	135.00	27.00	162.00
	Fri-Sun pre 5pm	120.00	24.00	144.00
	Fri-Sun after 5pm	173.33	34.67	208.00
	CIRCLE	28.33	5.67	34.00
	KITCHEN (per hour)	12.50	2.50	15.00
	SERVERY (per function)	18.33	3.67	22.00
<b>Block Booking Discount</b> Discount to commercial organisations making a block booking of 10 or more dates. 1 month flexibility clause re venue and or time applies.	Mon-Thu pre 5pm	68.33	13.67	82.00
	Mon-Thu after 5pm	110.00	22.00	132.00
	Fri-Sun pre 5pm	96.67	19.67	116.00
	Fri-Sun after 5pm	140.00	28.00	168.00
	KITCHEN (per hour)	9.58	1.92	11.50
	SERVERY (per function)	15.83	3.17	19.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		
Security Staff: £20.00 per hour incl. vat		Front of House Staff: £15.00 per hour incl. vat		

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# WINDING WHEEL BALLROOM COMMUNITY HIRE CHARGES

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## Scale of Charges from 1 April 2019

All Bookings are subject to a minimum of <b>three</b> hours booking (excluding kitchens) £95 inc. VAT minimum hire charge applies.  Rooms should be booked to include setting up and clearing away time. If a bar is arranged, please allow one hour after the bar closes.		<b>WINDING WHEEL BALLROOM</b>		
		100-200 persons		<b>Hire Charge (including VAT) £</b>
		Hourly Rate £	<b>VAT £</b>	
<b>Community Charge</b> e.g. Private, Social events, non-profit making clubs, charity events and Mon-Fri meetings.	Mon-Thu pre 5pm	33.33	6.67	40.00
	Mon-Thu after 5pm	38.33	7.67	46.00
	Fri-Sun pre 5pm	50.00	10.00	60.00
	Fri-Sun after 5pm	55.83	11.17	67.00
	KITCHEN (per hour)	7.92	1.58	9.50
	SERVERY (per event)	14.17	2.83	17.00
Large event discount (20%) for bookings of all rooms for more than 1 day on consecutive days.				
<b>Community Discount</b> Discounted rate to non-profit making clubs or associations who block book 10 or more dates excluding Sat/Sun with 1 month flexibility clause re venue/time	Mon-Fri pre 5pm	26.67	5.33	32.00
	Mon-Fri after 5pm	30.83	6.17	37.00
	KITCHEN (per hour)	6.25	1.25	7.50
	SERVERY (per event)	11.67	2.33	14.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		
Security Staff: £20.00 per hour incl. vat		Front of House Staff: £15.00 per hour incl. vat		

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<b>COMMERCIAL HIRINGS</b>	Mon-Thu pre 5pm	65.00	13.00	78.00
	Mon-Thu after 5pm	75.83	15.67	91.00
	Fri-Sun pre 5pm	98.33	19.67	118.00
	Fri-Sun after 5pm	108.33	21.67	130.00
	KITCHEN (per hour)	11.25	2.25	13.50
	SERVERY (per function)	18.33	3.67	22.00
<b>Block Booking Discount</b> Discount to commercial organisations making a block booking of 10 or more dates. 1 month flexibility clause re venue and or time applies.	Mon-Thu pre 5pm	51.67	10.33	62.00
	Mon-Thu after 5pm	60.00	12.00	72.00
	Fri-Sun pre 5pm	79.17	15.83	95.00
	Fri-Sun after 5pm	87.50	17.50	105.00
	KITCHEN (per hour)	9.58	1.92	11.50
	SERVERY (per function)	15.83	3.17	19.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		
Security Staff: £20.00 per hour incl. vat		Front of House Staff: £15.00 per hour incl. vat		

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The remaining hire charges are payable **eight** weeks before the event, or immediately if the booking is made within this period. Please make cheques payable to *Chesterfield Borough Council - Credit / Debit Cards accepted.*

## **WINDING WHEEL FUNCTION ROOM COMMUNITY HIRE CHARGES**

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		Hourly Rate £	<b>VAT</b> £	<b>Hire Charge (including VAT)</b> £
<b>Community Charge</b> Private, Social events, non-profit making clubs, charity events and Mon - Fri meetings.	Mon-Thu pre 5pm	22.50	4.50	27.00
	Mon-Thu after 5pm	28.33	5.67	34.00
	Fri-Sun pre 5pm	31.67	6.33	38.00
	Fri-Sun after 5pm	38.33	7.67	46.00
	KITCHEN (per hour)	7.92	1.58	9.50
	SERVERY (per event)	14.17	2.83	17.00
Large event discount (20%) for bookings of all rooms for more than 1 day on consecutive days.				
<b>Community Discount</b> Discounted rate to non-profit making clubs or associations who block book 10 or more dates excluding Saturday/Sunday with 1 month flexibility clause re venue/time	Mon-Fri pre 5pm	18.33	3.67	22.00
	Mon-Fri after 5pm	25.83	5.17	31.00
	KITCHEN (per hour)	6.25	1.25	7.50
	SERVERY (per event)	11.67	2.33	14.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		
Security Staff: £20.00 per hour incl. vat		Front of House Staff: £15.00 per hour incl. vat		

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Rooms should be booked to include setting up and clearing away time. If a bar is arranged, please allow one hour after the bar closes.				
<b>COMMERCIAL HIRINGS</b>	Mon-Thu pre 5pm	34.17	6.83	41.00
	Mon-Thu after 5pm	42.50	8.50	51.00
	Fri-Sun pre 5pm	50.83	10.17	61.00
	Fri-Sun after 5pm	59.17	11.83	71.00
	KITCHEN (per hour)	11.25	2.25	13.50
	SERVERY (per function)	18.33	3.67	22.00
<b>Block Booking Discount</b> Discount to commercial organisations making a block booking of 10 or more dates. 1 month flexibility clause re venue and or time applies.	Mon-Thu pre 5pm	30.00	6.00	36.00
	Mon-Thu after 5pm	38.33	7.67	46.00
	Fri-Sun pre 5pm	46.67	9.33	56.00
	Fri-Sun after 5pm	55.00	11.00	66.00
	KITCHEN (per hour)	9.58	1.92	11.50
	SERVERY (per event)	15.83	3.17	19.00
<b>STAFFING CHARGES</b>				
Duty Manager: £20.00 per hour incl. vat		Caretaker: £20.00 per hour incl. vat		



Security Staff: £20.00 per hour incl. vat                      Front of House Staff: £15.00 per hour incl. vat

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