

	Full Council
Date	19 February 2026
Agenda Item	7h

To consider aspects of charitable hiring at Queens Hall

Queens Hall currently has a rate for commercial hirers, a rate for non-commercial hirers, and then 2 rates for charities/voluntary sector. Category C shown below is very rarely used, and we would therefore like to suggest that Category Bii and Category C be amalgamated into 1 rate, the rate currently shown under Bii, and that this should apply to all voluntary, public body and charity bookings.

QUEENS HALL

CHIPPING HILL HALSTEAD CO9 2BY

SCALE OF CHARGES

Category A

Commercial hirers (any hirer whose function is conducted for gain or reward for the benefit of the hirer or other commercial group). **£ 31.50 per hour**

Category B (i)

Non-commercial hirers – Wedding receptions and private parties. **£ 20.00 per hour**

Category B (ii)

Hirers whose function is for the benefit of a Voluntary Organisation, Public Body meeting etc.

Monday to Friday inclusive £13.50 per hour

Saturday and Sunday £18.00 per hour

Category C

Charitable rate for Funding Raising Events (Registered Charity no. required): **£ 12.00**

Category D

Special rates approved by the Council on an individual basis for hirings where special circumstances prevail.

There has in the past been a practice of charging some charities but not others for using the hall. It is suggested that all charities should be charged at the charitable rate suggested above unless the meeting is one called by HTC, or is one where HTC is a partner.

Recommendation : that HTC in future has only one rate for voluntary organisations and charities booking Queens Hall.

A handwritten signature in black ink, reading "Sarah Greateorex". The script is cursive and somewhat stylized, with the first name "Sarah" and last name "Greateorex" clearly legible.

Sarah Greateorex Town Clerk