

Springfield Parish Centre

Hall Hire Pricing Structure as of 1st April 2026

Bowers Hall

(Kitchen optional & included in price)

Weekday per hour 8am-Close £20.00

Weekend per hour 8am-5pm £35.00

Weekend Evening per hour 5pm-Close
£45.00



Boleyn Room

(Kitchen optional & included in price)

Weekday per hour 8am-Close £15.00

Weekend per hour 8am-5pm £20.00

Weekend Evening per hour 5pm-Close
£25.00



Springfield Room

Weekday per hour 8am-Close £12.00

Weekend per hour 8am-5pm £15.00

Weekend Evening per hour 5pm-Close
£25.00



Council Chamber

(Upstairs Kitchen optional & included in price)

Weekday per hour 8am-Close £20.00

Weekend per hour 8am-5pm £20.00

Weekend Evening per hour 5pm-Close
£25.00



Chelmer Room

Weekday per hour 8am-Close £12.00

Weekend per hour 8am-5pm £15.00

Weekend Evening per hour 5pm-Close
£20.00



Annex

(Kitchen optional & included in price)

Weekday per hour 8am-Close £15.00

Weekend per hour 8am-5pm £20.00

Weekend Evening per hour 5pm-Close
£25.00



Daffodil Room

Weekday per hour 8am-Close £15.00

Weekend per hour 8am-5pm £20.00

Weekend Evening per hour 5pm-Close
£25.00



Cafe

Weekday per hour 8am-Close £12.00

Weekend per hour 8am-5pm £12.00

Weekend Evening per hour 5pm-Close
£12.00



Additional Services

These are optional and can be added to the hall hire at the time of booking

Cleaning Fee

(Tables & Chairs to be set up by hirer, SPC will put away and dispose of a maximum of 2 bags of rubbish)

Saturday & Sunday £30.00

Tea, Coffee, Water

Up to 20 people £10 per session

Bar

To hire the bar is £10.00 per hour plus an hourly staff charge. Stock is provided. Please speak to the Bookings Clerk for more information. To sell your own alcohol you will need to apply for a Temporary Event Notice.

Catering Options

Introductory Offer

Business Breakfasts £2 per head

Business Lunches £7 per head

Discounts

Saturday Evening- **No Discounts**

All other days- 10% discount for Residents or Charities providing a utility bill or charity number



Regular Hirers

Book & Pay for 6 months and receive 10% off

Book & Pay for 12 months and receive 15% off

Damage Deposit

A refundable damage deposit of £100 is due before any private hire.

Deposits can be paid by debit card

Deposits can be refunded inbetween office hours 9am-3.30pm

if you are unable to collect during this time, prior arrangements must be discussed with the office staff