

WALLOPS PARISH HALL

GENERAL INFORMATION ABOUT HIRING THE HALL

(Revised 1 June 2016)

Background

The Wallops Parish Hall is owned jointly by the parishes of Nether Wallop and Over Wallop and is run as a community facility by the Wallops Parish Hall Management Committee for the benefit of the residents of the parishes. The committee is tasked to make the hall available for hire at reasonable rates that cover the costs of running, maintaining and improving the hall as necessary.

The Hall contains a large main hall, a small hall/meeting room, a kitchen and a small snug. It has modern support facilities, including disabled access and parking and a baby changing table.

Use of the Hall

The premises are licensed by Test Valley Borough Council for indoor sporting events, live music, recorded music, dancing and the provision of entertainment events. These activities are licensed to take place between 10.00 am and midnight each day. A copy of the full licence is displayed in the foyer of the Hall. The Hall is not licenced for the sale of alcohol.

The Hall can also be used by individuals, community groups, clubs, businesses and schools for meetings, presentations, conferences, private parties, children's parties and outreach services. The hall may also be hired by parishioners of neighbouring parishes with the agreement of the Management Committee. The Hall cannot be hired by persons under the age of 21.

The number of people permitted on the premises at any one time is not to exceed:

- Large Hall: Dances: 270 persons. Closely seated: 150 persons.
- Small Hall: Dances: 60 persons. Closely seated: 45 persons.

Facilities included:

- Large Hall – Use of the kitchen and snug, heating and lighting, chairs and tables, stage blocks.
- Small Hall – Shared use of the kitchen and snug, heating and lighting, chairs and tables.

Charges for Hiring the Hall

A list of the current charges is set out on the back page of the pages concerning the terms and conditions for hiring the hall. Residents of the parishes of Nether Wallop and Over Wallop qualify for lower charges than outsiders (residents of other parishes and villages).

How to Book the Hall

Telephone or email the Hall Bookings Clerk to see if the hall is available on the date that you want, read the Terms and Conditions of Hire set out separately and then submit a completed booking agreement form together with the appropriate fee to the Hall Bookings Clerk.

The Management Committee oversees the booking arrangements and has the right to refuse bookings where it is thought to be necessary.

Address of the Hall Bookings Clerk

Mrs Alison Elliott
81 Pound Road
Over Wallop
Stockbridge
Hampshire SO20 8JU

Telephone: **01264-782412**

Email:
Reservationswph@outlook.com

Booking Forms are available from the Hall Bookings Clerk or they can be downloaded from the hall website:
www.wallopsparishhall.co.uk