



Charlton Musgrove Memorial Hall

Weekend Booking Policy

Our hall is a charity for the benefit of the residents of Charlton Musgrove. It is not a church hall although our local benefice and parish host many of their seasonal celebrations and fundraisers in our hall. To help maintain availability for local residents we have revised our weekend and large event bookings as follows:

- A complete weekend each month is reserved for community events and residents. If not booked 4 weeks before, this may be offered to others. This will normally be the first weekend of each month. Where possible, this has already been put in the calendar for 2018. (Exceptions due to previous bookings (May and August)).
- Only one booking, per weekend, of over 40+ people will be accepted.
- To comply with our music license, and out of respect for our immediate neighbours, not more than 2 events, with late music, can be allowed per month (with at least 14 days between them). On Fridays and Saturdays music and dancing must cease by midnight and, on Sundays, by 23.00 hrs. to comply with our licence conditions.
- Only one weekend per month will be available for outside large bookings.
- One weekend a month will be kept free for maintenance and viewings, as the hall is so busy during the week
- In order to comply with the HMRC requirements for village hall charitable activities, our ability to permit a large number of private events is limited.
- No weddings or other large events, which require furniture hire, will be accepted from people who live more than 5 miles from the hall, due to problems our volunteers have experienced with furniture hire returns.
- Bookings may be refused at the absolute discretion of the Trustees.