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The main Rose Hall can comfortably accommodate up to 100 people at tables. If you are planning a smaller sit-down reception, followed by a bigger evening reception, the Gibbs Room is ideal for the wedding meal, whilst the Rose (main) Hall can be ready for dancing when other guests arrive later, up to maximum 150.

The Rose Hall has a bluetooth enabled speaker system mounted on the walls around the hall, ideal for your music and those special speeches. You may want to hire a band - there are microphones and moveable stage blocks.

Hooks can be located along the walls of the main hall, that can be used to hang bunting and fairy lights. There are fixings available in the ceiling for drapes, if required. Easy access to the Gibbs Room from the Rose Hall means that those who would prefer a quieter environment, whilst others dance, can be accommodated in comfortable chairs.

The kitchen has ample crockery for 100 people including cups, saucers, bowls, small and large plates, plus cutlery. It is fully equipped including a dishwasher, ceramic hob, microwave oven, kettles, hot water urn and two large fan-assisted electric ovens. There is a servery hatch and counter open into the main hall.

The car park is well-lit with floodlighting and fairy lights, with space for about 30 vehicles and designated disabled parking bays. There is step-free access to the hall and additional parking can be arranged in the adjacent amenity field if needed.

There is a large grassed area to the side of the hall, that is suitable for a marquee. A children's play area with climbing frame and slide is available to keep younger guests happy.





The main Rose Hall has custom fittings and can be transformed with beautiful draping. PSJ Marquees can supply and fit drapes to your specification. Contact: <u>psjmarquees@gmail.com</u> or 07718982225

## Food and Wrink for your special event!

The great thing about holding your special event in a village hall is you can save hundreds, sometimes thousands on your catering and bar.

The kitchen at Henton Village Hall is fully equipped and has ample crockery and glasses for 100 people. There is plenty of space for your caterer and bar staff.

Henton Village Hall can provide a bar license for your event, if you want to have a paying bar. Sometimes a caterer will offer this service, perhaps with bar staff too.

Fun ideas!

You can of course hire a mobile bar, they come in all sorts of wonderful variations with converted camper vans, vintage bicycles with trailers and full on cocktail bars!

It could be fun to hire an Ice cream van for your event. Dessert sorted!

Things to think about!

### Getting organised & point of contact

Consider an event coordinator - they deal with all the things you shouldn't have to on your special day, like where things need to be set up, where to put your cake, the tables, the comfy chairs, the bubbly, how to arrange the flowers and table decorations etc.

They act as the focus of all the questions from suppliers, take phone calls and help make sure your day runs smoothly. Perhaps hire a helper, or ask a very organised close friend to help out!

Remember to book your venue well in advance and include time for setting up and clearing away.

Little touches!

#### **Relaxation zone**

Henton Village Hall has a large main hall and a more intimate room, The Gibbs Room. You could create a small relaxation area with the comfy chairs and coffee tables, or a fun area with board games for the kids.

#### **Outdoor Play Zone**

There is a large grassed area to the side of the hall which is suitable for a marquee and also has a children's play area. Great space to set up a wide range of outdoor activities, giant Jenga, maybe a junior croquet set or boules.

#### The Powder Room

Henton Village Hall has very good toilet facilities including a disabled toilet. You might like to think about adding small touches of luxury, special hand soap and lotion, fragrance and flowers.

# Annual Summer Fete and Rower Show



