

The Rooms are offered for community or commercial use and may be booked for one-off events or for more regular group meetings.



### **Community rates of Hire:**

**£7.50 per hour**

**£15.00 per half day (3hrs)**

**£30.00 per day**

### **Commercial rates of Hire**

*Available on application*

To book the Meeting Room, please contact  
[churchrooms@elystpeterschurch.co.uk](mailto:churchrooms@elystpeterschurch.co.uk)  
to check availability



#### **Please note**

All bookings are subject to the Hirer accepting and abiding by the **Conditions of Hire** (which may be found inside this leaflet) and the church's **Safeguarding Policy** which may be found on the church website

[www.elystpeterschurch.co.uk](http://www.elystpeterschurch.co.uk)



Further information about the rooms  
may be found at:

[www.elystpeterschurch.co.uk/st-peters-rooms.html](http://www.elystpeterschurch.co.uk/st-peters-rooms.html)



## **Meeting Room for Hire**



**St Peter's House**  
**Broad Street**  
**Ely**  
**CB7 4BQ**

Email:  
[churchrooms@elystpeterschurch.co.uk](mailto:churchrooms@elystpeterschurch.co.uk)

Owners:  
*The Trustees of St Peter's Church, Ely*

St Peter's House is conveniently situated in Broad Street next to the Church of St Peter-in-Ely. There is a limited amount of parking within the church grounds and a number of free public car parks are within easy walking distance. Also, Ely railway station is only five minutes' walk away.

The Church Rooms form the ground level of St Peter's House and comprise a purpose-built kitchen, toilets and a meeting room. The house and all facilities are accessible to those with mobility difficulties.



The main meeting room accommodates up to 30 people and is fitted with modern audio-visual equipment and a piano.

There is no wi-fi connection available but the local area is served by the 4G network.

### **Conditions of Hire** (*Community and Commercial Use*)

1. The person responsible for hiring the premises must be 18 years of age or over and shall be the person named as the HIRER and who has signed the Declaration within the Booking Form. This person is responsible for the hiring and liable, in addition to any organisation represented, for the consequences of any breach of the Conditions of Hire.

2. The HIRER must make himself/herself familiar with the Church's Safeguarding Policy attached to the Booking Form (and displayed on the notice board in St Peter's House). If you are running and organising a regular group involving care and instruction of young people or vulnerable adults, you must have your own Safeguarding Policy of which we need copy

3. **Use of the Rooms:** The HIRER will be held responsible for the proper and orderly use of the premises during the hire period and must:

a) **Ensure payment is made PROMPTLY.**

b) Leave the premises in a clean and tidy condition. In the event of failure to fulfil this condition, the HIRER will be liable to the Trustees of St Peter's for payment of all charges and expenses incurred in cleaning and/or tidying the premises, either as undertaken by a professional agency or contractor or, if undertaken by the Trustees, at the rate of £20 per person per hour or part thereof.

c) On vacating the premises, ensure that all doors are secured, all taps and lights are turned off, all windows are closed and all kitchen equipment is turned off unless a subsequent HIRER is actually present. Also, ensure that all food stuffs are removed from the premises (unless by prior arrangement) and the fridge is empty.

d) Return the key as required to the safe box as instructed at the time of the booking.

4. **Car Park/External:** The HIRER must ensure that:

a) Cars are parked in such a way that entrances and exits to the House are not obstructed.

b) A minimum of noise is made on arrival and departure.

c) Areas in and around the House are not littered in any way.

5. St Peter's House is NOT licensed for the sale of or supply of alcohol nor for public performances. The HIRER shall be responsible for obtaining such licences as may be needed. The Bookings' Secretary must be informed of any licences applied for in respect of the premises and reserves the right to refuse permission for either such usage.

6. The HIRER shall ensure that nothing is done on or in the premises in contravention of the law relating to gaming, betting and lotteries.

7. The HIRER shall, if preparing, serving or selling food, observe all relevant health and hygiene legislation and regulations.

8. The HIRER shall ensure that no animals (including birds) except assistance dogs are brought into the premises unless by special agreement with the Bookings' Secretary in advance. NO animals whatsoever are to enter the kitchen at any time.

9. **The Trustees of St. Peter's** reserve the right to:

a) Refuse any application to hire.

b) Cancel any regular hiring by giving 6 weeks' notice to the Hirer without right of redress.

c) Revise the scale of charges giving one month's notice.

d) Charge additional payment to compensate for time reasonably expended and expense actually incurred in dealing with the consequences of breach of 3 b, 3c and/or 3d above.

10. The Trustees do not accept responsibility for any damage to or losses from any vehicle or its contents or any equipment or other devices in or about the hired premises.

11. The Trustees shall, for the avoidance of doubt, be entitled to seek recovery from both the HIRER and such organisation as also named within the Booking Form, in the event of any breach of the Conditions of Hire.