

St Ives Town Council



Scale of Charges 2018 – 2019

St Ives Town Council
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www.stivestowncouncil-cornwall.gov.uk

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Introduction

Set out in this scale of charges are the current charges set by St Ives Town Council for the year 2018/19. These charges are subject to review as considered necessary by the council, with any charges agreed at time of booking to be honoured.

All prices include VAT where charged.

Allotments

Allotments		
	Full plot	Half plot
Annual allotment plot rent (Trowan)	£60	£35

Other Charges

Town Council: other charges	
Photocopying	10p for A4 sheet

Venue Hire – Hall and Room Bookings

Information about hall hire and room bookings at St Ives Guildhall:

Room Details:

Room	Size	Approximate Capacity
Committee Room (first floor)	22 m2	10-12 people seated around large table
Council Chamber (first floor)	80 m2	16-20 seated at tables. 50 seated in rows
Concert Hall (level access, with stage)	275 m2	396 seated. 198 seated at tables. 418 standing, 94 seated in balcony

Charging Rates & Discounts

Rate A: Concessionary (Charity, community, educational, amateur sport, live performances)

Rate B: Standard

Discounts are available for frequent bookings (10% for block bookings of six or more sessions, or organisations hiring at least once a week throughout the year)

Hall Hire and Room Bookings

Concert Hall Hire and Room Bookings		
	Rate A Concessionary	Rate B Standard
Concert Hall		
Morning or afternoon session	£65	£85
Evening 17.30 to midnight	£150	£210
All day (daytime + evening)	£210	£260
Rehearsal (hourly rate) – office hours	£20	£25
Rehearsal (hourly rate) – other times	£40	£50
Hourly rate after midnight	£70	£70
Own bar	£100	£100
Kitchen – use for teas and coffees for occasional users	£25	£50
Kitchen other hires – use of kitchen and crockery	£50	£100
Council Chamber		
Session (morning or afternoon) (to 5pm)	£25	£50
Evening session to 9pm	£40	£80
Per hour after 9pm (following previous booking)	£15	£20
Committee Room		
Session (morning or afternoon) (to 5pm)	£20	£40
Evening session	£35	£75
Per hour after 9pm (following previous booking)	£15	£20

Weddings, Blessings, Proposals and Receptions

Weddings at the Guildhall (charges)

Room Details:

Room	Size	Approximate Capacity
Balcony Room (first floor)	22 m2	10-12 people seated around large table, 20 seated in rows
Council Chamber (first floor)	80 m2	16-20 seated at tables, 60 seated in rows
Mayor's Parlour (first floor)		18 seated in rows
Concert Hall (level access, with stage)	275 m2	396 seated. 198 seated at tables. 418 standing, 94 seated in balcony. 200 maximum in rows for wedding ceremony.

Venue Hire for Weddings	
	Hire Fee
Concert Hall	
Full weekend hire – Friday pm, Saturday all day, Sunday am	£1,500
Hourly rate after midnight	£70
Bar Hire	£100
Kitchen hire – use of kitchen and crockery	£50
Deposit for use of Hall/Kitchen/Crockery (refundable)	£200
Council Chamber	
Session – 4 hour hire	£340
Pearl Package	£410
Crystal Package	£800
Diamond Package	£1,800
Balcony Room	
Session – 4 hour hire	£320
Pearl Package	£390
Crystal Package	£510
Diamond Package	£1,100
Mayor's Parlour	
Session – 4 hour hire	£300
Pearl Package	£370
Crystal Package	£470
Diamond Package	£1,000

Wedding Blessings and Renewal of Vows at the Island Chapel

Hire of the Island Chapel – Wedding Blessings, Renewal of Vows and Proposals	£150
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Packages and combinations for wedding, blessing, receptions, proposals.

Please contact the weddings team if you would like to explore opportunities to book a combination of ceremony or receptions rooms for your wedding, blessing, reception or proposal.

Island Centre

Hire	Fee
Hourly hire rate	£7.50
Morning or afternoon session	£30
Surcharge for hirers retaining use of hall overnight between daytime bookings	£10
Discounts	<i>Please contact the Bookings Team to discuss options for discounts or zero charges for open access youth activities.</i> <i>Discount for regular hirers (6 or more hires) and for registered charities: £5 per session (not applicable to hourly rates)</i>

Visit St Ives Information Centre Charges

Visit St Ives Information Centre (VIC)				
Services and Advertising in the Visit St Ives Information Centre				
Advertising Accommodation				
A5 landscape in folder	A5 advert on wall	A4 advert on wall	A3 advert on wall	Wall/floor banner
Free (if members of joint StITA scheme)	£50	£100	£200	£600
Business Listings				
	Standard (A5) with leaflet holder	A4 advert with leaflet holder	A3 poster with leaflet holder	Wall/floor banner + brochure holder
1 business	Free (if members of joint StITA scheme)	£50	£150	£600
VIC Ticket Sales				
The VIC is able to act as a box office for local shows and events.			The commission charged per ticket sold is: 10%	
<u>Note:</u> for tickets sold through the VIC when acting as box office for CRBO, Eden Project, National Express and similar, the rates of commission will be those ordinarily paid by the commissioning company.				
VIC – hire of sales space				
Hire of a shelf in the display cabinet			£6 per month. 12 month contract, paid in advance.	
VIC – other charges				
Internet access – 20 minutes			£2	
Photocopying/printing				
A4 – black ink			10p per side	
A4 – colour			50p per side	
A3 – black ink			20 p per side	
A3 - colour			£1 per side	
Scan to email – A4 (capped at £10 / maximum 25 pages)			£1 per page	
VIC – left luggage				
Per bag, until end of VIC business day			£3	