



## Paddock Wood Community Centre Hire

Thank you for your interest in hiring the modern facilities at the Paddock Wood Community Centre.

Here at the Centre, we have one large hall which can be divided into three separate smaller halls. Each hall is named after a type of hop grown around Paddock Wood in the post war years. These are the Sovereign, Bramling and Endeavour Halls.

We have two full height sound reducing room dividers which divide the halls. These can be folded away to provide a very large hall measuring 24.8m x 9.8m.

We also have a meeting room, the Elizabeth Thomas Room, which is fondly named after a long serving Town and Borough Councillor of Paddock Wood.

The Community Centre has full disabled access throughout the building.

There are 64 parking spaces, including 4 disabled bays, 6 EVC bays and a coach parking bay.

There are many toilets including baby changing facilities and a disabled toilet.

The Community Centre is located in the Memorial Field with pleasant views across the field which is bordered by iconic Scots Pine Trees. The field also boasts two tennis courts, a football pitch, a cricket square and a children's play area.

### Hire Charges from April 2026

There are three levels of charges: Resident, Non-Business and Business rates.

A **resident** rate would apply to an individual who lives in Paddock Wood with a TN12 6 postcode.

A **non-business** rate would apply to an individual who live outside of paddock wood (TN12 6) or a charitable organisation.

A **Business** rate would apply to individuals or groups who charge a fee or are funded service providers.

Off peak times	9am – 5pm, Monday – Friday
Peak times	5pm – 11pm, Monday – Friday. All day Saturday & Sunday

All halls and rooms have large windows and doors overlooking the Memorial Field.

#### **Sovereign Hall:**

This hall measures 9.2m x 9.8m (90.2m<sup>2</sup>). Prices are per hour. There is a large serving hatch from the kitchen, direct access to the kitchen and foyer.

	Residents	Non-Business	Business
Off Peak	£15.50	£17	£28
Peak	£17.50	£19	£28

#### **Bramling Hall:**

This hall measures 6.1m x 9.8m (57.9m<sup>2</sup>). Prices are per hour.

	Residents	Non-Business	Business
Off Peak	£13.50	£13	£25
Peak	£15.50	£15	£25

**Endeavour Hall:**

This hall measures 9.5m x 9.8m (93.2m<sup>2</sup>). Prices are per hour.

	Residents	Non-Business	Business
Off Peak	£15.50	£17	£28
Peak	£17.50	£19	£28

**Sovereign, Bramling & Endeavour Halls combined:**

This very large hall measures 24.8m x 9.8m (243m<sup>2</sup>). Prices as per hour.

	Residents	Non-Business	Business
Off Peak	£44.50	£47	£70
Peak	£50.50	£53	£81

**Elizabeth Thomas Meeting Room:**

This room is 14.5m<sup>2</sup>. Prices are per hour. Includes in room Tea & Coffee making facilities. Occupancy 8-10. The meeting room has a door and window opening into the Memorial Field.

	Residents	Non-Business	Business
Off Peak	£13.50	£14	£21
Peak	£15.50	£16	£21

**Kitchen:**

Kitchen Hire <i>(please note kitchen hire can only be added onto the hire of the Sovereign Hall outside of Coffee Shop opening times)</i>	£10 per hour
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**If you require the Centre to dispose of your rubbish, there will be a minimum charge of £40.**

**If you require use of the AV equipment, there will be a charge of £40.**

**If you require furniture to be set up and cleared in the hall, the fee will be based on the number of guests:**

**0-50 people £40**

**50-100 people £60**

**100+ people £85**

**Tea Trolley: £2 per head**, includes a selection of tea and coffee, sugars and milk.

**Hot Water Trolley: £10** (up to 20 people)

The cost of cleaning the halls after your event is available on request. But if you do not request this, we expect the halls to be left as you found them.

**Private Hire of the Building is available** – please contact the office to discuss availability and your requirements.