YARM FELLOWSHIP HALL

GENERAL INFORMATION FOR HIRERS

The Fellowship Hall is in West Street, Yarm, which is part of Stockton on Tees. It is run by a committee of 7 trustees. It is owned by Yarm Town Council and is leased from them by the Yarm Fellowship Committee on a lease that runs to 2035. It is a hall that is rented out as a venue to various users for the benefit of those who live in Yarm and surrounding districts. It is governed by the charity act 2022 and has the charity number 1084481.

The Trustees aim to keep the hall in good working order and contract a cleaner and caretaker to look after the building. We expect our hirers to read and comply with our terms and conditions. They are provided in large print to allow them to be read easily.

Facilities

The key to the door is kept in a safe outside . You will be given the access number. **PLEASE DO NOT TAKE THE KEY AWAY WITH YOU AS THE NEXT GROUP WILL NOT BE ABLE TO GET ACCESS.**

There are two rooms, the main hall and a meeting room – back room. We only hire to one organisation at any one time for safeguarding reasons – there is a kitchen and toilet area. Please leave them all clean at the end of the hire as the next group will not expect to have to tidy up and return tables and chairs to the mid room as found. We allow 30 minutes between lets, 15 mins to tidy up and leave before the next group which has 15 minutes to set up. If you require longer, you will need to book the time.

Contents of main hall – L shaped

14.1m x 10.3m x 4m and 8.5m x 8m x 4m (length x width x height)

8 small go-pak tables 91.5cm x 76cm

12 large go-pak tables 182cm x 76cm

124 banquet chairs

1 raised stage



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1 Sound system and microphone

1 sprung wooden dance floor



Contents of rear hall rectangular 8.5m x 7.2m x 3.4m (length x width x height)

2 small go-pak tables 91.5cm x 76cm

10 large go-pak tables 182cm x 76cm

26 banquet chairs

Contents of kitchen rectangular 6m x 4m x 3.2m (length x width x height)

1 Stainless Steel 600Ltr - Upright Fridge

1 Stainless Steel 600Ltr - Upright Freezer

2 microwave ovens

1 large gas cooker – please allow time to clean after use.

8 oven trays

7 coloured chopping boards

1 dishwasher – allow 1 hour to warm up before use.

150 side plates

150 bowls

150 plates

125 teaspoons

100 knives

100 forks

100 dessert spoons



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15 cups and saucers

120 mugs

5 pans

4 tea pots

4 water jugs

2 kettles

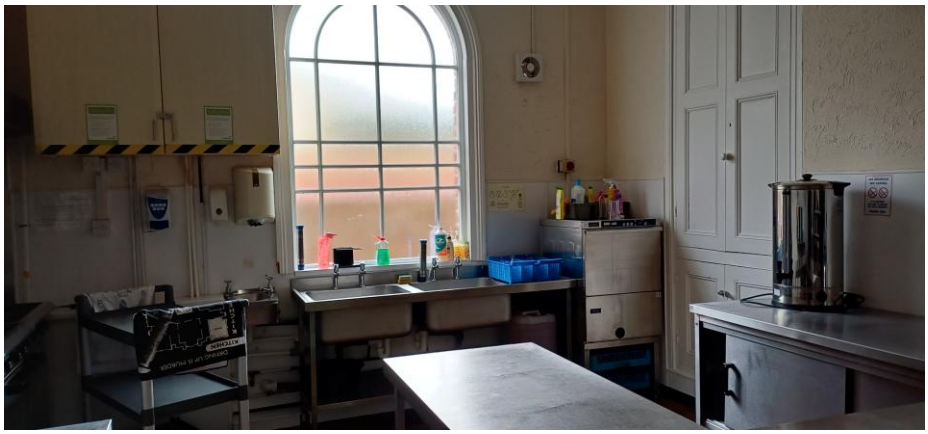
1 warm trolley

3 stainless steel work surfaces

3 waste bins

2 stainless steel sinks

1 UV fly trap



Toilet area

Female facility

2 cubicles

2 sinks

1 Air hand drier

1 mirror

Disabled and baby facility

1 disability friendly toilet

1 nappy changing fold down table

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1 sink

1 Air hand drier

1 Nappy bin – please empty at the end of the hire

Male facilities

1 cubicle

2 uninals

2 sinks

1 Air hand drier

1 mirror