

**KIRKLEES METROPOLITAN COUNCIL
CULTURAL SERVICES
REPORT BY THE ACTING HEAD OF CULTURAL SERVICES**

APPENDIX A

FEES AND CHARGES

REVISED SCHEDULE WITH EFFECT FROM 1 April 2003 (unless otherwise stated)

	<u>Per Session</u> Mon-Thur		<u>Per Session</u> Fri-Sat-Sunday	
	Charge as at 31.3.03 £	Revised Charge 1.4.03 £	Charge as at 31.3.03 £	Revised Charge 1.4.03 £
<u>BATLEY TOWN HALL</u>				
Main Hall	115	120	135	140
Council Chamber	53	55	58	60
Kitchen	Free Use		Free use	
Grand Piano	50	50	50	50
Early M/Late Eve Surcharge Before 8.30am\after 9.30 pm (Per Hour)	47	50	47	50
Exhibition Space (per Week)	215	225		
Delegate Rate (min 20 Delegates)	25	26	25	26
Wedding Receptions/Ceremonies	See Appendix 1			
Concert Charges	See Appendix 6			

AUDIO / VISUAL EQUIPMENT- AVAILABLE ON REQUEST

Flipchart + Paper	4	5
OHP/Screen	6	7
TV/Video	10	12
35mm Projector	10	10
PA systems (Mobile)	20	20
Multimedia projector	50	55
Laptop		55

CLECKHEATON TOWN HALL

Main Hall	125	135	157	170
Bar Lounge	53	55	58	60
Coffee Lounge	42	45	47	50
Upright Piano - Main Hall (+VAT)	45	45	45	45
Early am/late pm surcharge Before 8.30 am\after 9.30 pm (Per Hour)	47	50	47	50
Delegate Rate (min 20 Delegates)	25	26	25	26
Wedding Receptions\Ceremonies	See Appendix 2			
Concert Charges	See Appendix 6			
Exhibition Space (per week)	215	225		

<u>Per Session</u>		<u>Per Session</u>	
Mon-Thur		Fri-Sat-Sun	
Charge	Revised	Charge	Revised
as at	Charge	as at	Charge
31.3.03	1.4.03	31.3.03	1.4.03
£	£	£	£

AUDIO / VISUAL EQUIPMENT- AVAILABLE ON REQUEST

Flipchart + Paper	4	5
OHP/Screen	6	7
TV/Video	10	12
35mm Projector	10	10
PA systems (Mobile)	20	20
Multimedia projector	50	55
Laptop		55

DEWSBURY TOWN HALL

Victoria Hall (inc kitchen)	190	200	210	225
Reception Room	78	80	78	85
Council Chamber	73	80	73	85
Committee Room 1	53	55	53	55
Committee Room 2	42	45	42	45
Committee Room 3	42	45	42	45
Corner Committee Room	53	55	53	55
Grand Piano (Vict Hall) (+ VAT)	75	75	75	75
Grand Piano (Rec Rm (+ VAT)	60	60	60	60
Upright Piano (+ VAT)	50	50	50	50
Early morning/late pm surcharge				
Before 8.30am\after 9.30 pm	47	50	47	50
(Per Hour)				
Exhibition Space (per week)	250	265		
Delegate Rate (min 20 delegates)	25	26	25	26
Wedding Receptions\Ceremonies	See Appendix 3			
Concert Charges	See Appendix 7			

AUDIO / VISUAL EQUIPMENT- AVAILABLE ON REQUEST

Flipchart + Paper	4	5
OHP/Screen	6	7
TV/Video	10	12
35mm Projector	10	10
PA systems (not fixed)	20	20
Multimedia Projector	50	55
Laptop		55

<u>Per Session</u>		<u>Per Session</u>	
Mon-Thur		Fri-Sat-Sun	
Charge	Revised	Charge	Revised
as at	Charge	as at	Charge
31.3.03	1.4.03	31.3.03	1.4.03
£	£	£	£

GOMERSAL PUBLIC HALL

Large Hall	30	30	38	38
Committee Room 1	20	20	24	24
Committee Room 2	16	16	20	20
Ante Room	17	17	21	21
Early / Late even. surcharge per hr 8.30 am\after 10 pm (per hour)	25	25	25	25

HOLMFIRTH CIVIC HALL (CHARGES PER HOUR)

Large Hall (incl Dressing Room	25	26	30	32
Lesser Hall (including Kitchen)	17	18	19	21
Reception Room (incl. Kitchen)	8	8	11	12
Club Room	4	4	4	4
Exhibition Room	7	8	7	8
Exhibition Room per week	245	245		
Grand Piano (Large Hall)	50	50	50	50
Upright Piano (Lesser Hall)	40	40	40	40
EarlyMorning/late eve surcharge Before 8.30am\after 10 pm (Per Hour)	43	43	43	43
Wedding Receptions\Ceremonies	Based on above hourly rates			
Capacity	120/200			

HONLEY COMMUNITY CENTRE (CHARGES PER HOUR)

Main Hall (inc Kitchenette)	16	17
Early/late eve surcharge per hr	43	43
Upright Piano - tuning charge	30	30

<u>Per Session</u>		<u>Per Session</u>	
Mon-Thur		Fri-Sat-Sun	
Charge	Revised	Charge	Revised
as at	Charge	as at	Charge
31.3.03	1.4.03	31.3.03	1.4.03

£ £ £ £

HUDDERSFIELD TOWN HALL

Concert Hall	355	375	420	445
Reception Room Suite	84	90	84	90
Old Court Room	73	80	73	80
Green Room	47	50	47	50
Members Lounge	68	70	68	70
Room16	47	50	47	50
Conference Room	68	70	68	70
Council Chamber	73	75	73	75
Organ (per event + VAT)	100	100	100	100
2 Concert Grand Piano	100	100	100	100
Upright Piano (Rec Room)	50	50	50	50
Delegate Rate (Full day+VAT) (min 20 Delegates)	25	26	25	26
Early Morn\late eve surcharge Before 8.30 am\After 9.30 pm (Per Hour)	57	60	57	60
Coffee Day	130	135		
Market Research Day	135	145		
Wedding Receptions\Ceremonies	See Appendix 4			
Concert Charges	See Appendix 7			

AUDIO / VISUAL EQUIPMENT- AVAILABLE ON REQUEST

Flipchart + Paper	4	5
OHP/Screen	6	7
TV/Video	10	12
35mm Projector	10	10
PA systems (not fixed)	20	20
Multimedia Projector	50	55
Laptop		55

<u>Per Session</u>		<u>Per Session</u>	
Mon-Thur		Fri-Sat-Sun	
Charge	Revised	Charge	Revised
as at	Charge	as at	Charge
31.3.03	1.4.03	31.3.03	1.4.03
£	£	£	£

MELTHAM CIVIC HALL (CHARGES PER HOUR)

Jubilee Room	13	14
Club Room (with bar and Dance Floor)	13	14
Committee Room	7	8
Kitchen	NO CHARGE	
Early Morn\late eve Surcharge Before 8.30 am\after 10 pm (Per Hour)	43	43

SLAITHWAITE CIVIC HALL (CHARGES PER HOUR)

Main Hall (inc. dressing room)	15
Large Committee Room	9
Kitchen	NO CHARGE
Early Morn\late eve Surcharge Before 8.30 am\after 10 pm (Per Hour)	30
Grand Piano (Charge will apply for the movement of piano)	50

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition the Head of Cultural Services has the discretion to add new facilities to the list of charges for subsequent reporting to Members.

Free Use

The following groups are entitled to free use subject to availability at the time of booking:-

- (i) Kirklees Council / Committee Meetings
- (ii) Kirklees Council Public Meetings in conjunction with Council business
- (iii) Meetings of all official political groups conducting Council business

Limited Free Use

The following groups are entitled to limited free use :-

- (i) Trade Unions - one monthly meeting plus the AGM
- (ii) Mayoral Charity Events - five per annum
- (iii) MP's Surgeries – Room hire free use. Any additional costs incurred by these bookings (eg staffing, refreshments or equipment costs) will be charged in full.

Concessionary Rates for Voluntary Organisations (See appendix 8)

- (i) ALL Buildings - Monday to Friday, 9am-9.30pm

- (ii) Following Concessions apply:

	31.3.03	1.4.03
	£	£
Meetings in Town Halls	15.00	16.50
Meetings in Small Halls	9.00	10.50
Concert Hall Events	50% of standard rate	

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition the Head of Cultural Services has the discretion to add new facilities to the list of charges for subsequent reporting to Members.

LIBRARIES

<u>Per Session</u>		<u>Per Session</u>		<u>Per Session</u>	
Mon-Thur		Fri-Sat		Sunday	
Charge	Revised	Charge	Revised	Charge	Revised
as at	Charge	as at	Charge	as at	Charge
31.3.03	1.4.03	31.3.03	1.4.03	31.3.03	1.4.03
£	£	£	£	£	£

BIRSTALL COMMUNITY LIBRARY CENTRE

Main Hall	30	31	38	39	43	44
Committee Room	17	18	20	21	23	24
Early am/late pm surcharge per hr	17	18	17	18	17	18

RAVENSTHORPE COMMUNITY LIBRARY CENTRE

Large Room	22	23	30	31	40	41
Small Room	12	13	19	20	30	31
Library	22	23	30	31	40	41
Early/late eve. surcharge per hr	17	18	17	18	17	18

SHEPLEY LIBRARY

Main Hall	11	12	13	14	18	19
Early/Late eve. surcharge per hr	15	16	15	16	15	16

Concessions :

Hirers who are educational groups £12.00

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition the Head of Cultural Services has the discretion to add new facilities to the list of charges for subsequent reporting to Members.

CULTURAL SERVICES FEES AND CHARGES

LIBRARIES

LOAN CHARGES

Books

Free for 3 weeks

CHARGE 2003/2004

Overdue Charges

10p per book per day
plus a charge of 40p each time a reminder is sent.

Mobile Libraries

30p per book per week/part week
plus a charge of 40p each time a reminder is sent.

Books renewed when overdue are still liable for
overdue charges.
(Maximum charge £10.00)

Concessions:

Children 0-15 Free

Females 60+ Free

Males 65+ Free

All concessionary groups are still liable for the 40p
charge when a reminder is sent.

Compact Discs,

Talking Books

CD - single or double items

80p per item per week

CD - sets of 3 – 9

£1.40 per item per week

CD – sets of 10 + discs

£5.00 per week

Talking Books

1 – 2 cassettes/CDs

50p per 3 weeks

3 or more cassettes/CDs

£1.50 per 3 weeks

Junior Talking Books - cassettes

50p per 3 weeks

Junior Talking Books – CDs

£1.00 per 3 weeks

Language Courses

Held in lifelong learning collections

Free

Overdue Charges

Same as books

Concessions for CD's**Single or Double items**

Access and Priority Cardholders
40p per item per week

Sets of 3 - 9

Access and Priority Cardholders
70p per item per week

Sets of 10 + discs

Access and Priority Cardholders
£2.50 per item per week

Concessions for Talking Books:**1 - 2 cassettes/CD's**

No concessions for Access and Priority cardholders

3 or more cassettes/CDs

Access and Priority cardholders
75p per 3 weeks

Junior talking books - cassettes

Access and Priority cardholders
25p per 3 weeks

Junior talking books – CDs

Access and Priority cardholders
50p per 3 weeks

Concessions for all Audio Items:

Registered blind and partially sighted and those with a disability, certified by a medical practitioner, that presents them using a printed book. Free

ITEM**CHARGE 2003/2004****DVD & Videos**

DVD blockbusters
Loan limited to 2 per individual
borrower to counteract stock
losses.

£3.00 per item per 2 nights

Concessions:

No concessions for the first month then
Access and Priority cardholders £1.75

Video blockbusters
Loan limited to 2 per individual
borrower to counteract stock
losses.

£3.00 per item per 2 nights

Concessions:

No concessions for the first month then
Access and Priority cardholders £1.75

Feature Films

£2.00 per item per week

Concessions:

Access and Priority cardholders £1.00

ITEM	CHARGE 2003/2004
Children's Videos	£1.20 per item per week
	Concessions: Access and Priority cardholders 50p
Non Fiction Films	£1.00 per item per week
	Concessions: Access and Priority cardholders 50p

Overdue Charges for Audio Visual Items

Original charge will be applied to all audio visual items if not returned on time, plus a charge of 40p each time a reminder is sent.

MUSIC AND DRAMA LOANS

Vocal Score	70p per copy
Chamber Music	45p per copy
Part Songs	FREE
Orchestral Parts	45p per copy
Playsets	75p per copy

RESERVATION OF ITEMS

From stock <u>within</u> Kirklees Libraries	30p per Children's reservation 70p per item
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From stock <u>outside</u> Kirklees Libraries	£2.50 per item
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No reservation charge for Audio Visual reservations at non-stock holding libraries.

SUBSCRIPTION

Asian Language Books subject to a maximum loan period of 6 months (renewable).	£75 per unit of 50 (plus carriage)
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ITEM**CHARGE 2003/2004****LOST BOOKS IN PRINT OR OTHERWISE AVAILABLE**

Standard Charge for replacement of all materials

Where possible, actual replacement charge will be charged. Where a lost book has been paid for and is subsequently found, a 10% administration charge will be deducted from the refunded sum.

Lost Inter Library Loans

Information to be requested from Bibliographical Services, as charges will vary depending on where the item was borrowed and what type of item it is.

Standard Charge if not In Print or otherwise available

Adult Fiction - hardback	£15.00	
Adult Fiction - paperback	£6.00	(These figures to be guidelines. Head of Cultural Services to have discretion to increase)
Adult Non Fiction	£16.00	
Adult Large Print	£11.00	
Junior Fiction - hardback	£8.00	
Junior Fiction - paperback	£5.00	
Junior Non Fiction	£7.00	
Junior Large Print	£9.00	

Audio Visual Items

Cassettes	£8.00
CDs	£16.00
Videos	£20.00
DVD	£20.00

DAMAGED ITEMS

Damaged Books (Guidelines)

Rebinding or replacement depending on extent of damage

Rebinding

AF Hardback	£8
ANF Hardback	£9
Anything else	£5

Children under 5 will not be charged for damaged books on the first **two** occasions, if the books have been borrowed on a junior ticket.

Damaged cassettes/compact discs/video

Replacement cost

Lost Membership Cards

(Computerised Libraries only)

£2.50 per replacement card

Concessions:

Senior Citizens and Children - no charge for **first** loss.

ITEM**CHARGE 2003/2004****PRINTING****Photocopying per Page**

NB These are maximum charges. Head of Service to have discretion to vary these charges according to local circumstances.

Black and White	A4	10p
	A3	20p
Colour	A4	80p
	A3	£1.20
Copy from Microfilm or Fiche	A4	50p
	A3	50p
CD-ROM Print off		20p per A4 sheet
Braille and large print production		10p per sheet for individuals/charities 30p per sheet for other organisations. £1.00 per computer disk
Tape (visually impaired)		£1.00 per tape plus £5.00 per hour recording fees.
Thermoform		£1.00 per sheet 1.00 per swell paper for tactile imaging plus £5.00 per hour production fee.
No concessions		

FAX TRANSMISSION**OUTGOING MESSAGES**

	A	B
	£	£
UK	1.00	0.75
Europe	2.60	1.00
N America	3.00	1.50
Rest of World	3.50	2.00

INCOMING MESSAGES

	1.00	0.50
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A = First Page

B = Subsequent Page (each)

ITEM **CHARGE 2003/2004**

PUBLIC ACCESS TO INFORMATION TECHNOLOGY

Internet per hour		Free
Word Processing per hour		Free
Print out	Black & white	10p per sheet
	Colour	40p per sheet
Digital Archive		£1 per image
Computer Disks		50p
No concessions		

AGENCY FEES

Sale of Works of Art	10% Commission Charge
Sale of tickets for private hirers	5% Commission Charge
Sale of External Publications	25% Commission Charge

General Note

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition he has the discretion to add new facilities to this list until the annual review.

**CULTURAL SERVICES
FEES AND CHARGES 2003/2004**

MUSEUMS

CHARGE AS AT 31 MARCH 2003 £	CHARGE AS AT 1 APRIL 2003 £
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ADMISSIONS

CASTLE HILL TOWER

Adult	£1.20	£1.20
Child up to 13	50p	50p

OAKWELL HALL MUSEUM

Adult	£1.40	£1.40
Child up to 13	50p	50p

NB Access / Priority Passport have free admission to above venues

DISCOUNTS – CASTLE HILL TOWER/OAKWELL HALL MUSEUM

FAMILY TICKET (2 Adults plus up to 4 Children)	£2.50	£3.00
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GROUP BOOKINGS

1 in 10 Admissions free
Pre bookings Only

GROUP VISITS

Outside Normal Opening Hours	£80.00	£80.00
Earlier Opening	£30.00 (minimum)	£30.00 (minimum)

ADULT GROUP VISITS/WORKSHOPS

Up to 20 in group	-	£20.00
Up to 40 in group	-	£30.00
Over 40 in group	-	£40.00

Previous years charge was based on staff support :
up to 2 hours £20.00 additional hours £10.00

SELLING EXHIBITIONS

COMMISSION ON SALES	33.3%	33.3%
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GENERAL

TV Recording of a Commercial Nature	£1100 (minimum)	£1100 (minimum)
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**CHARGE
AS AT
31 AUG 2003
£**

**CHARGE
AS AT
1 SEPT 2003
£**

SCHOOL VISITS

OAKWELL HALL (DAY VISITS)

A supplementary charge may be made for any additional costs eg. hired craft persons etc.

Schools Within Kirklees LEA

Costume Visits	£60.00	£60.00
Other visits	£40.00	£40.00

Schools Outside Kirklees LEA

Costume Visits	£120.00	£120.00
Hall/Handling	£90.00	£90.00
Hall/Practice	£90.00	£90.00
Environmental Visit	£60.00	£90.00

BAGSHAW MUSEUM - EGYPTIAN ARCHAEOLOGIST SESSIONS

Schools within Kirklees LEA

2 hour session (up to 36 pupils)	£24.00	£30.00
2 x 2 hour sessions	£40.00	£40.00

Schools outside Kirklees LEA

2 hour session (up to 36 pupils)	£40.00	£45.00
2 x 2 hour sessions	£72.00	£72.00

OTHER SITES (STAFF SUPPORTED VISITS ONLY)

Schools Within Kirklees LEA

one class Half Day	£24.00	£30.00
one class Full Day	£40.00	£40.00

Schools Outside Kirklees LEA

one class Half Day	£40.00	£45.00
one class Full Day	£60.00	£72.00

HIRE CHARGES

CLASSROOM - OAKWELL HALL MUSEUM

MONDAY TO FRIDAY

Half Day Session	£30.00	£40.00
Full Day	£45.00	£60.00
Evening Session	£130.00	£130.00
Full Day and Evening Session	£155.00	£155.00

SATURDAY & SUNDAY

Half Day Session	£40.00	£50.00
Full Day	£60.00	£80.00
Evening Session	£155.00	£155.00
Full Day and Evening Session	£185.00	£185.00

	CHARGE AS AT 31 MARCH 2003 £	CHARGE AS AT 1 APRIL 2003 £
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BARN - OAKWELL HALL MUSEUM

MONDAY TO FRIDAY

Half Day Session	£80.00	£80.00
Full Day	£190.00	£190.00
Evening Session	£275.00	£275.00
Full Day and Eve. Session	£380.00	£380.00

SATURDAY & SUNDAY

Half Day Session	£100.00	£100.00
Full Day	£215.00	£215.00
Evening Session	£375.00	£375.00
Full Day and Eve. Session	£425.00	£425.00

LATE EVE. SURCHARGE (After 11.30pm) £40.00 £40.00

SESSION TIME	Half Day Session	10.00am - 1.00pm
	Half Day Session	1.30pm - 4.30pm
	Full Day	10.00am - 4.30pm
	Evening Session	6.30pm - 11.00pm
	Full Day and Eve. Session	10.00am - 11.00pm

HORSERIDING - OAKWELL HALL

ARENA USER DISCOUNT CLUB £6.00 £6.00

ARENA BOOKINGS

Standard	£5.00	£5.00
Arena User discount Club	£4.00	£4.00

WEDDINGS - OAKWELL HALL MUSEUM

See Appendix 5

BARN - RED HOUSE MUSEUM

MONDAY TO FRIDAY

Half Day Session	£40.00	£40.00
Full Day	£65.00	£65.00
Evening Session	£150.00	£150.00
Full Day and Eve Session	£185.00	£185.00

SATURDAY & SUNDAY

Half Day Session	£45.00	£45.00
Full Day	£80.00	£80.00
Evening Session	£165.00	£165.00
Full Day and Eve Session	£210.00	£210.00

LATE EVENING SURCHARGE £20.00 £20.00

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition the Head of Cultural Services has the discretion to add new facilities to the list of charges for subsequent reporting to Members.

	CHARGE AS AT 31 MARCH 2003 £	CHARGE AS AT 1 APRIL 2003 £
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PHOTOGRAPHIC SERVICES

BLACK & WHITE PRINTS

7" X 5"	£10.00+vat	£10.00 + vat
10" X 8"	£12.80+vat	£12.80 + vat
12" X 10"	£14.30+vat	£14.30 + vat
16" X 12"	£19.90+vat	£19.90 + vat
20" X 16"	£29.30+vat	£29.30 + vat

ADDITIONAL SERVICES

Making of Negative	£15.60+vat	£15.60 + vat
Commercial Search Fee	£35.00+vat	£35.00 + vat
Sepia Toning	+50%	+50%
Electronic Images		£15.00 + vat

DIGITAL ARCHIVE

A4 standard prints		£1.00 + vat
High quality prints		£10.00 + vat

TRANSPARENCIES

HIRE FEE (Per Month)	£16.50	£16.50
LATE RETURN PENALTY (Per Month)	£22.00	£22.00

REPRODUCTION FEES		<u>B/W</u>	<u>COLOUR</u>	
WORLD RIGHT	Books & Part Works	£46.00	£92.00	
	Educational, Textbook or Schola & Local Publications Within Print Run Below 1000	£23.00	£46.00	
	Book Jackets	£115.00	£230.00	
	Newspapers (Features) + TV	£46.00	£92.00	Reproduction Fees Increased by 5 %
	Journals/Periodicals	£35.00	£69.00	
	Trade & House Journals	£69.00	£139.00	
	Calendars Per Plate	£139.00	£277.00	
	Press/Magazine Advert	£139.00	£277.00	
	Packaging - Negotiable from	£139.00	£277.00	
	Games, Souvenirs, 3D Replicas	£139.00	£277.00	
	Slides, Film Strips	£46.00	£92.00	
	Postcards, Greetings Cards Small Reproductions, Prints Limited Editions, Posters Wallcharts (Non-Advert)	£92.00	£185.00	
ARTISTS REFERENCE REDRAWING		+50%	+50%	

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REGISTRATION SERVICE

	CHARGE AS AT 31 MARCH 2003	CHARGE AS AT 1 APRIL 2003
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Copy Certificates

Superintendent Registrar:

Full Copy	£6.50	£7.00
Short Copy	£5.00	£5.50

Registrar:

All copies	£3.50	£4.00
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Registrar Office Weddings

Monday – Friday	£34.00	£34.00
Saturday	£80.00	£82.50

Approved Building Weddings

Monday – Saturday	£221.50	£228.00
Sunday	£278.00	£284.50

BATLEY TOWN HALL
Market Place, Batley, WF17 5DA

WEDDING RECEPTION/CEREMONY CHARGES

2003/2004 Hire Charges
Sessions = 8.30-12.30pm, 12.30pm-5pm, 5pm-Midnight.

	Mon/Sat		Sunday	
	02/03	03/04	02/03	03/04
Ceremony in the Main Hall	260	260	365	365
Ceremony in the Council Chamber	210	210	325	325
Receptions.				
Per hour	73	80	95	105

Batley Town Hall capacity up to 235. Wedding dances/reception 175.
Weddings (Fully Seated) 235 (including both the
Main Hall & Council Chamber)

Under no circumstances should these capacities be exceeded. If these capacities are exceeded we have the right to refuse admission or stop the event.

Ceremonies.

Please note that hirers need to make their own arrangements with the registrar.
 01924 324880.

CLECKHEATON TOWN HALL
Bradford Road, Cleckheaton, BD19 3RH

WEDDING RECEPTION/CEREMONY CHARGES

2003/2004 Hire Charges

Sessions = 8.30-12.30pm, 12.30pm-5pm, 5pm-Midnight.

	Mon/Sat		Sunday	
	02/03	03/04	02/03	03/04
Ceremony in Main Hall	315	315	365	365
Ceremony in Bar Lounge	220	220	325	325
Receptions.				
Per Hour	73	80	95	105
Cleckheaton Town Hall capacity up to	200			
Wedding dance/Reception	175			
Wedding (Fully Seated/Main Hall)	200			
Wedding (Whole Building)	200			

Under no circumstances should these capacities be exceeded. If these capacities are exceeded we have the right to refuse admission or stop the event.

Ceremonies.

Please note that hirers need to make their own arrangements with the registrar.
01924 324880.

Appendix 3

DEWSBURY TOWN HALL
Wakefield Old Rd, Dewsbury, WF12 8DQ

WEDDING RECEPTION/CEREMONY CHARGES
2003/2004 Hire Charges
Sessions = 8.30-12.30pm, 12.30pm-5pm, 5pm-Midnight.

	Mon/Sat		Sunday	
	02/03	03/04	02/03	03/04
Ceremony in the Victoria Hall	365	365	420	420
Ceremony in Reception Room/Council Chamber	260	260	315	315
Receptions.				
Per Hours	105	115	125	135

Dewsbury Town Hall capacities. Up to Maximum.
N.B. The balcony is not included in wedding set-up.

Under no circumstances should these capacities be exceeded. If these capacities are exceeded we have the right to refuse admission or stop the event.

Ceremonies.

Please note that hirers need to make their own arrangements with the registrar.
01924 324880.

Appendix 4

HUDDERSFIELD TOWN HALL Ramsden Street, Huddersfield. HD1 2TA

WEDDING RECEPTION/CEREMONY CHARGES 2003/2004 Hire Charges Session = 8.30-12.30pm, 12.30-5pm, 5pm-Midnight.

	Mon/Sat		Sunday	
	02/03	03/04	02/03	03/04
Ceremony in the Main Hall	420	420	470	470
Ceremony in the Reception Room	315	315	365	365
Ceremony in the Old Court Room	315	315	365	365
Receptions.				
Per hour	125	140	147	160

Huddersfield Town Hall capacities up to 300.

Under no circumstances should these capacities be exceeded. If these capacities are exceeded we have the right to refuse admission or stop the event.

Ceremonies.

Please note that hirers need to make their own arrangements with the registrar.
01484 221030/31.

OAKWELL HALL MUSEUM

WEDDING RECEPTION \ CEREMONY CHARGES 2003/2004

RECEPTIONS (Barn)

	Entry prev. day from 2 p.m	Entry on day only from 10a.m	Entry prev. day from 2 p.m
	2 sessions/Day	1 session/ eve	2 sessions day/1 eve
Weekday	£190.00	£285.00	£335.00
Including dressing room @ £45	£235.00	£330.00	£380.00
Weekend Sat/Sun	£215.00	£315.00	£365.00
Including dressing room @ £60	£275.00	£375.00	£425.00

CEREMONY

Hirers to arrange the registrar separately

Weekday Mornings	£275.00
Saturday Mornings	£350.00
Sunday Mornings	£450.00

**CONCERT CHARGES
2003/2004**

BATLEY TOWN HALL

	Mon/Thrs		Fri/Sat/Sunday	
	01/02	02/03	01/02	02/03
	£	£	£	£
One Concert	210	220	252	260
One Concert & Rehearsal	250	260	315	320

Charges include:-

Main Hall & Dressing Area. Technical Support where requested. Extra room. Stewarding.

CLECKHEATON TOWN HALL

	Mon/Thrs		Fri/Sat/Sunday	
	02/03	03/04	02/03	03/04
	£	£	£	£
One Concert	288	300	330	350
One Concert & Rehearsal	340	350	399	420

Charges include:-

Main Hall & Dressing Rooms, Technical Support, Bar Lounge & Stewarding.

PRS & PPL

The cost of PRS & PPL incurred by your organisation will be recharged directly to your group.

The charge for 2001/2002 = 2% of gross box office income.

This % figure is to be reviewed annually.

Conditions of hire available in English/Urdu/Gujurati/Punjabi.

**CONCERT CHARGES
2003/2004**

DEWSBURY TOWN HALL

	Mon/Thur		Fri/Sat/Sun	
	02/03	03/04	02/03	03/04
	£	£	£	£
One Concert	345	350	365	400
One Concert & One rehearsal	420	450	460	500
One Concert & Two rehearsal	470	500	525	550

Charges include:-

Victoria Hall, Dressing Rooms, Box Office, Technical Support for 8 hours and appropriate stewarding.

NB- Additional Facilities:- Piano, Extra rooms & flowers will incur additional charges.

HUDDERSFIELD TOWN HALL

	Mon/Thur		Fri/Sat/Sun	
	02/03	03/04	02/03	03/04
	£	£	£	£
One Concert	840	900	945	1040
One Concert & One rehearsal	995	1050	1155	1200
One Concert & Two rehearsals	1200	1250	1400	1450

Charges include:-

Main Hall, Changing Room, Reception Room, Old Court Room for audience catering. PA Rooms, Box Office, Technical Support for 8 hours & appropriate stewarding.

NB - Additional Facilities:- Piano, Organ, Flowers etc. will incur additional charges.

Extra equipment can be hired in at cost +vat (Contact senior technician 01484 221791)

PRS & PPL

The cost of PRS & PPL incurred by your organisation will be recharged directly to your group.

The charge for 2003/2004 = 2% of gross box office income.

This % figure is to be reviewed annually.

Conditions of hire available in English/Urdu/Gujurati/Punjabi.

Concessionary Rates for Voluntary Organisations**Appendix 8****Batley Town Hall**

<u>Organisation</u>	<u>Rooms Booked</u>	<u>Fee 2002/03</u>	<u>Minimum Proposed Fee 2003/04</u>
U3A	Main Hall and Council Chamber	£15.00	£16.50
Phoenix Karate	Main Hall	£22.00	£23.00
Mr Pickles – Tea Dances	Main Hall	£15.00	£16.50
Slimming World	Council Chamber	£32.50	£34.00
Foxes Biscuits Welfare	Main Hall	£37.00	£38.00
Badcats	Main Hall	£37.00	£38.00
JC Homecare	Council Chamber	£15.00	£16.50
The Station Quilters	Council Chamber		£16.50
Fibromyalgia	Council Chamber		£16.50
Weight Watchers	Council Chamber		£34.00

Cleckheaton Town Hall

P Madden (Karate)	Bar Lounge	£22.00	£23.00
U3A	Bar Lounge and Coffee Lounge	£15.00	£16.50
Mr Pickles – Tea Dance	Main Hall	£15.00	£16.50
W.Y. Fire Service Social	Main Hall	£50.50	£52.00

Dewsbury Town Hall

Dewsbury Pensioners Ass.	Reception Room	£15.00	£16.50
Dewsbury Photographic Soc.	Reception Room	£21.50	£22.50
Dewsbury Chamber of Trade	Committee Room 1	£15.00	£16.50
U3A	Various	£15.00	£16.50
Dewsbury Bridge Club	Council Chamber	£40.50	£41.50
Slimming World	Reception Room	£32.50	£34.00
Dewsbury Flower Club	Victoria Hall	£27.50	£28.50

Huddersfield Town Hall

U3A	Various	£15.00	£16.50
Towns Womens Guild	Green Room	£15.00	£16.50
Freemasons	Green Room	£15.00	£16.50
Huddersfield German Circle	Reception Room	£15.00	£16.50
Holme + Calder Ass	Old Court Room	£15.00	£16.50
Hudds Spina Bifida Ass	Old Court Room	£15.00	£16.50
Hudds Family History	Reception Room	£15.00	£16.50
Macular Disease Society	Members Lounge	£15.00	£16.50
WRVS	Old Court Room	£15.00	£16.50
Huddersfield Healing Centre	Old Court Room	£15.00	£16.50
Military History Society	Old Court Room	£15.00	£16.50
Hudds Railway Circle	Old Court Room	£15.00	£16.50
Socialist Workers Party	Green Room	£15.00	£16.50
Arthritis Care	Old Court Room	£15.00	£16.50
Huddersfield Authors Circle	Members Lounge	£15.00	£16.50
Nat Osteoporosis Society	Green Room	£15.00	£16.50
Unison Retired Members	Old Court Room	£15.00	£16.50
Hudds Archaeological Soc	Reception Room	£15.00	£16.50
Mary Kay Cosmetics	Green Room	£15.00	£16.50
Hudds French Circle	Reception Room	£15.00	£16.50
Hudds Astronomical Soc	Members Lounge	£25.00	£26.00

Holmfirth Civic Hall

Barbara Peters School of Dance	Lesser Hall	£16.50	£17.50
Holmfirth Adult Education	Lesser Hall	£12.50	£13.50
Holmfirth Civic Society	Lesser Hall	£23.00	£24.00
Holmfirth Music Festival	Club room/exhibition room	£9.50	£10.50
Holmfirth Take Off – Dance	Lesser Hall	£16.50	£17.50
Home Care	Lesser Hall	£9.50	£10.50
Line Dancing	Large Hall	£27.50	£28.50
Mr Sykes – Karate	Large Hall	£18.50	£19.50
Mrs Brook - Badminton	Large Hall	£17.50	£18.50
Netherthong Badminton Club	Large Hall	£17.50	£18.50
Slimming World	Lesser Hall	£29.50	£30.50
Tumble Tots Playgroup	Large hall	£28.50	£29.50
Vrajpani Centre – Meditation	Exhibition room	£15.00	£16.00
Yoga (Saturday booking)	Lesser Hall	£20.00	£21.00

Honley Community Centre

Age Concern		£14.50	£15.50
Calvary Chapel (Sunday evening 5 hours)		£35.00	£36.00
Honley Village Trust		£14.50	£15.50
Honley Dog Club		£24.50	£25.50
Huddersfield Cobras – Karate		£18.50	£19.50
Probus Club		£24.50	£25.50
Social Services (all day booking)		£74.00	£75.00

Meltham Carlisle Institute

Bluebell Club	Club room	£14.50	£15.50
Meltham Carlisle Streets Residents Assoc.	Committee Room	£9.50	£10.50
Meltham Churches Together Youth Club	Club room	£10.00	£11.00
Meltham Take a break Club, Youth Club	YC room	£10.00	£11.00
Meltham Wine Circle	Club room	£14.50	£15.50
New Directions	Club & jubilee room	£10.00	£11.00 per room
Probus Club	Club room	£13.00	£14.00
Social services lunch club	Committee Room	£9.50	£10.50
U3A Meltham	Committee Room	£9.50	£10.50
WEA	Committee Room	£9.50	£10.50
Weightwatchers	Club room	£22.50	£23.50
Young Peoples Service YC	YC room	£10.00	£11.00

Slaithwaite Civic Hall

Colne Valley History Society	Committee Room	£9.00	£9.00
Colne Valley Society	Committee Room	£9.00	£9.00
Colne Valley Twinning	Committee Room	£9.00	£9.00
Good Companions	Committee Room	£9.00	£9.00
Slaithwaite Philharmonic Orchestra	Main Hall	£22.50	£22.50
	Committee Room	£9.00	£9.00
Slimming World	Committee Room	£25.00	£25.00
Weightwatchers	Committee Room	£22.00	£22.00
Xylosound	Committee Room	£18.00	£18.00

All of the above fees are to be reviewed during 2003/04 in order to ensure that none of the charges fall below the true cost of providing the service.

Bar Tariff

	31.3.03 £	01.04.03 £		31.03.03 £	01.04.03 £
Tetley Smooth	1.60	1.70			
Carlsberg Lager	2.00	2.10			
			<u>SOFT DRINKS</u>		
<u>BOTTLED BEERS</u>			J20's	1.10	1.20
Budweiser	2.00	2.10	Fruit Juices	1.00	1.10
Becks Bier	2.00	2.10	Mixers	0.90	0.90
Holsten Pils	2.00	2.10	Splits	1.00	1.00
Stella Artois	2.00	2.10	Coke	1.00	1.00
Guinness	1.50	1.60	Mineral Water	0.80	1.00
			Lemonade		
<u>BOTTLED CIDERS</u>			Soda Water		
Strongbow	1.50	1.60	Dash	0.30	0.30
Woodpecker	1.50	1.60	Half	0.50	0.60
			Pint	1.00	1.20
			Cordials		
<u>LOW ALCOHOL BEERS</u>			Dash	0.30	0.30
Clausthaler Lager	1.00	1.00	Half	0.40	0.50
Shandy Bass	1.00	1.00	Pint	0.80	1.00
White Label Bitter	1.00	1.00			
Kaliber	1.00	1.00			
			<u>SPIRITS</u>		
<u>ALCO-POPS</u>			Whisky, Gin, Rum, Vodka,		
Barcadi Breezers			Barcadi	1.50	1.60
Smirnoff Ice			Jack Daniels, Southern Comfort		
Martini Metz			Pernod, Malibu		
W.K.D	2.00	2.20	Baileys	1.60	1.70
			Vermouths,		
Wine by the glass	1.80	1.90	Sherry & Port	1.40	1.50
			Brandy, Malt		
			Whiskies	1.80	1.90

The Head of Cultural Services has the discretion to vary these charges in special cases or to react to market fluctuations and trends. In addition the Head of Cultural Services has the discretion to add new facilities to the list of charges for subsequent reporting to Members.