



## FEES AND CHARGES 2026/27

### THE MURRAY HALL FEE & CHARGES

1 April 2026– 31 March 2027

	Mon – Fri	Sat + Sun
Standard Hire Fee per hour	85.00 + VAT	170.00 + VAT
Concessionary Hire Fee per hour	42.50 + VAT	85.00 + VAT
N.B. non-Loughton residents pay an additional 20% for one-off events (wedding receptions, parties, etc),	51.00 + VAT	102.00 + VAT
Public Liability Insurance for individuals hiring the hall is included in the hire charge.		
Organisations, groups, societies, associations, and business users must have their own Public Liability Insurance cover for at least £5 million.		
See charge sheet for full details of concessions, discounts, surcharges, minimum session time, etc.		
Foyer Area Two-hour minimum hire period only (KHall rates). Block bookings would only be accepted for a maximum period of six weeks and at short notice only if the main hall was free.	Concessionary 18.50per hour + VAT	Standard 36.50 per hour + VAT
Additional setting up charges for large events (tables and chairs only)		30.00 + VAT
Additional clearing away charges (tables and chairs only)		47.00 + VAT
Storage per week (double filing cabinet)		6.15 + VAT
Full day hire charge available		20% discount on the original cost of the total hours' hire.

Caretaker attendance charge per hour (Additional charges when the caretaker is required on site at an event or has to carry out additional work following a hiring, such as cleaning / litter collection.	Mon – Fri	Sat	Sun
	C18.45	C27.95	C37.00

**All the above are subject to VAT**

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**KINGSLEY HALL  
FEES AND CHARGES**

**1 April 2026– 31 March 2027**

**Bookings:**

1 quarter booked and paid in advance – 10% discount

Concessionary rate hire fee per hour £18.50

Standard rate fee per hour £36.50

Public Liability Insurance for individuals hiring the hall is included in the hire charge.

Organisations, groups, societies, associations and business users must have their own Public Liability Insurance cover for at least £5 million.

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**BUCKINGHAM COURT  
FEES AND CHARGES**

**1 April 2026– 31 March 2027**

**Bookings:**

Concessionary rate hire fee per hour £17.50

Standard rate fee per hour £35.00

Commercial rate £53.50

Organisations, groups, societies, associations and business users must have their own Public Liability Insurance cover for at least £5 million.