

... Scout Hall Hire Information Sheet

Heat and light

- On entering the hall, the lights to the kitchen and both bathrooms are situated on the outside of each room. Please ensure they are turned off before you leave.
- In the main hall, there is a panel to the right of the kitchen hatch which contains the switches for the hall lights and heaters. The heaters are very efficient and rarely need left on for very long. Please ensure that both the heaters and the lights are turned off before you leave.

Kitchen Equipment

- Tea towels, wiping up clothes etc must be brought by the hirer
- There are approximately 30 plates, 40 cups and 30 mugs as well as cutlery and basic utensils.
- There is also a kettle, microwave and electric cooker which may be used.
- Everything used must be washed, dried and put away prior to leaving.
- Any food, tea, coffee etc. found in the kitchen must not be used.

Chairs & Tables

- Chairs and tables are stored in the meeting room which is accessed from the main hall
- There are 50 chairs and 8 tables
- All chairs and tables must be wiped clean prior to returning them to the cupboard.