

Village Hall Bookings, Carolyn Ash

Castle Acre Village Hall, Pye's Lane, Castle Acre, Norfolk PE32 2XB

Tel: 01760 755288 / 07810 895 480

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www.castleacre-villagehall.weebly.com

Castle Acre Village Hall Plan & Services

Crockery and utensils

19 assorted mugs

Beryl Green vintage crockery

19 large plates

28 small plates

5 medium bowls

31 cups

39 saucers

White crockery with pattern

15 large round plates

15 large oval plates

10 medium plates

28 small plates

24 cups

36 saucers

12 sugar bowls

3 small butter pat dishes

2 large jugs

5 small jugs

5 large teapots

10 small teapots

Plain white crockery

43 cups

70 saucers

Glassware

7 assorted pint glasses

7 half pint glasses

7 tall tumblers

23 short tumblers

13 'Belvoir' tall glasses

7 'Jo' tall glasses

6 small assorted glasses

7 wine assorted glasses

1 large water jug

3 small water jugs

18 small bowls - two designs

1 large bowl

1 medium bowl

Miscellaneous

4 red candlesticks

Assorted plastic serving dishes

Tray

Cutlery

40 knives

90 dessert spoons

150 forks

30 teaspoons

Originally a Baptist chapel, the village hall dates back to 1884.

Sitting on the edge of the moat to a Norman castle, the hall has views across the castle wall to distant fields.

Magnificent timber king trusses and tall round-top windows bring an elegance and warmth to the hall. The simple proscenium frames the compact stage and is a splendid feature of the hall.

Although an historic building, there have been continuous improvements to comply with recent access and safety legislation.

Services include:

Double height main hall with infra-red wall heaters.

Ten 915 x 760mm and ten 1830 x 760mm collapsible buffet tables.

100 chairs available.

Stage with 2 spotlights, electric sockets for lighting and/or sound rigs

Kitchen with fridge, microwave, electric cooker, double sink and a small rinsing sink.

Hot water urn, filter coffee machine and two kettles.

Use of all crockery and utensils (see left).

Cloakroom hallway with coat hooks.

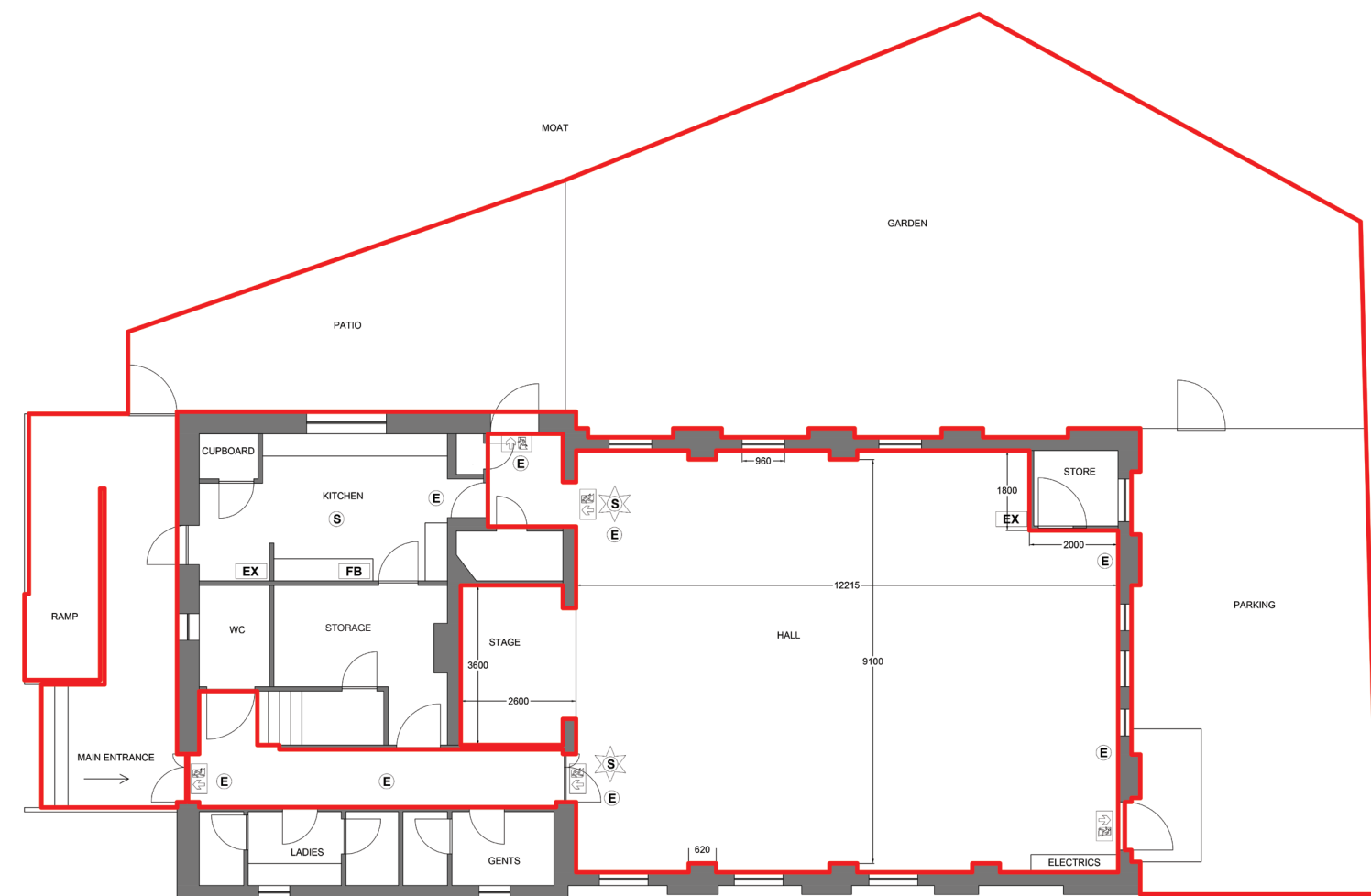
Ladies, gents and disabled toilet facilities.

Paved enclosed patio and grassed area suitable for marquee.

Car parking for 7 cars at front and back of building with more available in Pyes Lane and at the castle car park or village centre.

Accessible slope access to both front and rear of the building.

Wifi.



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Castle Acre Village Hall Final Check List

Location



Castle Acre lies four miles north of the town of Swaffham, twenty miles from Norfolk's north coast, thirty three miles west of Norwich and fifteen miles east of King's Lynn.

The nearest train station is either Downham Market or King's Lynn, both a 20-25 minute drive with direct services to/from London's King's Cross. There is a regular bus service from King's Lynn to Swaffham.

Please make sure that the hall is left clean and tidy

Please tick this checklist on departure and leave in the kitchen postbox

Kitchen

- ☐ Base electric heater is turned off
- ☐ Water heater is turned off
- ☐ Fridge is empty and clean
- ☐ Surfaces are tidy and clean
- ☐ All washing up has been done
- ☐ All crockery is stacked neatly in cupboards
- ☐ Tea Urn is empty and turned off
- ☐ All plugs are pulled out of sockets
- ☐ All sockets are switched off
- ☐ Black bin bags are removed from swing bin
- ☐ All rubbish is removed from hall and taken home

Main Hall

- ☐ Electric heaters are switched off
- ☐ All lights are switched off
- ☐ Bar area is clean and tidy
- ☐ Floor is clean and tidy
- ☐ All decorations, blue tac, pins, staples are removed and any damage repaired

Hallway and toilets

- ☐ All coats and personal items are removed
- ☐ Toilets are left clean and tidy

Keys

- ☐ Front door is locked
- ☐ Kitchen door is locked
- ☐ Rear and Patio doors are shut
- ☐ Keys should be returned to bookings officer