

Pavilion Venue Hire

Regular, Commercial & Private Bookings

Equipment

Digital projector & projector screen:

Cost per item: £7.64 half day (<4 hrs)

Flipchart stand with integral whiteboard:

FREE

Flipchart pad:

Cost per pad £7.64

**Please note Trumpington Pavilion does not have a sound system/speakers. Hirers will need to bring their own.*

Football pitch hire – Adult

£65.00

Football pitch hire – Junior

£35.00

Out of Hours & Weekend Bookings

Bookings will be subject to a closing-up fee.

Weekdays £5, Saturdays £8, Sundays £12

Refreshments

Access to the kitchen, use of crockery and cutlery is included in the Main Hall room rate.

**It is the responsibility of the hirer to clear away, wash up and leave as found.*

VAT

All prices above are inclusive of VAT. VAT is charged at standard rate.

Hire Charges

Regular hirers will be invoiced monthly in arrears. One off private bookings, for example birthday parties, are payable 2 weeks in advance and can be paid by cash or card at the Clay Farm Centre prior to the booking. Telephone payments can be arranged with the Clay Farm/Pavilion Administrator.

Please email trumpingtonpavilion@cambridge.gov.uk

Charges are made from the time access is required to set up to the time the area is cleared. Bookings can be made in 15 minutes blocks.

Liability Insurance

All regular hirers must have insurance to cover their activity for up to £2 million. A Current and adequate certificate must be provided with the booking form. Private parties will incur a small hirer's liability insurance fee.

Hire Charges 2026-2027 (Per Hour)

	Band D – Local Community			Band C – Organisations & Charities		
	Before VAT	VAT	Total Inc. VAT	Before VAT	VAT	Total Inc. VAT
Pavilion Main Hall (including kitchen)	£13.13	£2.63	£15.76	£20.69	£4.14	£24.83
1:1 Meeting Room	£4.92	£0.98	£5.90	£7.75	£1.55	£9.30
	Band B – Commercial (low profit)			Band A – Commercial/Private Enterprise		
	Before VAT	VAT	Total Inc. VAT	Before VAT	VAT	Total Inc. VAT
Pavilion Main Hall (including kitchen)	£29.05	£5.81	£34.85	£39.79	£7.96	£47.75
1:1 Meeting Room	£10.88	£2.18	£13.06	£14.90	£2.98	£17.88

- Band A **Commercial and private enterprise** – Examples include corporate events, dinners and conferences.
- Band B **Cultural and events** – Examples include concerts, gigs, cultural events and other ‘for-profit’ activity.
- Band C **Organisations**, includes statutory organisations such as local authorities, government organisations, NGOs, churches, charities and NHS. **Classes**, includes for example yoga, dance, sports and other small local businesses
- Band D **Local community/community events** - For events aimed at the local community and open to all in the community. Does not include private parties/events. Please see separate ‘Private Party’ rates.

Private Parties are charged at Band C rates and will also incur a small hirer’s liability insurance fee. Details given upon enquiry.