

HALL & KITCHEN FACILITIES

Kitchen Facilities:

There is an additional charge of £25 to use the kitchen crockery/utensils/glasses. This will be added to your invoice on booking.

Some of the following kitchen items are kept in a storage room in the corridor opposite the kitchen. If you require crockery/utensils/glasses, please include this request on your online booking form, or email bookings@flaxbourtonhub.org no later than one week before your booking date to ensure that you have full access to everything that you may require on the day of your event. To get into the storage rooms you will need the keys from the BOTTOM keystore

Spoons x 150
Knives x 150
Forks x 150
Tea spoons x 80
Side plates x 158
Dinner plates x 207
Shallow bowls x 130
Mugs x 46
Stainless steel water jugs (large) x 13
Stainless steel milk jugs (small) x 13
Stainless steel sugar bowls x 10
Stainless steel tea pots x 10
Pint glasses x 76
Wine glasses x 170
Glass tumblers x 165
Glass water jugs x 15
Cups & Saucers x 55
An additional 39 saucers

1 10L water urn
1 20L water urn
2 x fridges
1 x microwave
2 x kettles
1 x oven with 4 hobs and grill

Please note that linen including table cloths, dish cloths and tea towels are not provided. We do not have rubbish/recycling facilities at FB Hub. Please ensure that all rubbish/recycling is removed from the hall at the end of your hire. Thank you.

Hall facilities:

Large round tables x 12
Rectangular tables x 12
Portable stage in 4 pieces
Chairs x 166 – 25 available in the hall plus 25 stored in the cupboard at the back of the hall. **An additional 100 chairs are kept in storage in the corridor opposite the kitchen. If you require more than 50 chairs please include this request on your online booking form, or email bookings@flaxbourtonhub.org no later than one week before your booking date to ensure access.**

PLEASE REPORT ANY BREAKAGES OR DAMAGE TO BOOKINGS@FLAXBOURTONHUB.ORG – MANY THANKS!