

Room Hire Policy

STC Policy is that room bookings are subject to a hiring fee. Exceptions that may be made at the Council's absolute discretion are: -

1. Council-associated meetings and meetings/events where a Councillor and/or Officer is in attendance in their official capacity.
2. Activities that the Council may decide from time to time, contribute positively to the general benefit of residents of Southwell and the economic environment.
3. Specific compassionate circumstances.

In general, room hire fees will not be waived for organisations that are for profit, derive any income from sales and/or membership income/subscriptions, have wider commercial objectives, or do not have direct involvement with Southwell.

Hire fees may be waived as a 'donation' to a body, where the Full Council has duly resolved to make a donation to an organisation.

STC reserves the right to refuse to hire to any individual or organisation, and to withdraw without notice a hiring agreement, at its absolute discretion.

Hirers will be provided with a copy of this policy.

The policy will be administered by the Clerk, with reference to the Chair and Full Council where appropriate.