



# Moors Valley

## Country Park and Forest

## Evening Barn Hire Information



The Moors Valley Visitor Centre, an 18th century barn, is an ideal venue for evening functions from corporate parties to birthday celebrations and wedding receptions. The hire of the barn includes the use of the ground floor barn area, the patio to the rear of the building, toilets and a caretaker on duty.

### Option A: Basic Barn Hire

**Half Barn Hire:** £350 **Full Barn Hire:** £400.00

Please note a £75 non-refundable deposit will be asked for on booking.

You may organise your own catering for the evening but please be aware access to the kitchen and Information Point areas is not allowed. When the weather permits you may have a BBQ on the back patio. You may bring along your own drinks and glasses, as long as no alcohol is being sold on the premises.

There will be a Ranger on duty for the evening of your hire, however it will be your responsibility to set the building up for your hire. It is also your responsibility to leave the barn at the end of the hire in the condition that it was let and to ensure your guests have left the building by 12.00 midnight. Please read the conditions of hire, as an extra charge can be made if these requirements are not met.



Barn Hire Contact: The Rangers

Tel: 01425 470721 E-mail: [moorsvalley@eastdorset.gov.uk](mailto:moorsvalley@eastdorset.gov.uk)

### Option B: Seasons Restaurant

Seasons are able to cater for all of your special occasions, whether it be a buffet, BBQ or simple plated meal. If you choose to use Seasons Restaurant for your catering requirements, the full barn hire fee will be reduced.

**Barn Hire with Seasons Restaurant catering and bar:** £75

**Barn Hire with Seasons Restaurant catering only, no bar:** £150

Please note a £75 non-refundable deposit will be asked for on booking.

If you choose to use Seasons Restaurant to provide a bar service you will not be able to bring your own drinks. Please phone to discuss your specific catering requirements with the restaurant.

The staff from Seasons Restaurant will help set up the room for your function and help return it to how it was found at the end of the evening. It will be your responsibility to ensure your guests have left the building by 12.00 midnight. Please read the conditions of hire as an extra charge can be made if these requirements are not met.



Seasons Restaurant Contacts: Richard Abson or Ian Davey

Tel: 01425 470537 E-mail: [info@seasonscoffeebarn.co.uk](mailto:info@seasonscoffeebarn.co.uk)

The barn is usually available to hire between 7.00pm and 11.30pm, however the time from which the Barn is available is dependant on the opening hours of the restaurant which varies throughout the year.

There are certain times of the year when a permanent exhibition is in place and only half the barn will be available for your function, however it is possible to place tables for guests/food/drinks around the exhibition.

The seating capacity for the full barn is 140 people. If only half the barn is available the maximum seating capacity is around 90 people, but less if you require a dancing area. We also have 8 trestle tables that may be available and there are picnic benches on the patio area.

An iPod dock and stereo system are available for use.

The car park has limited lighting. Please advise your guests to bring a torch to help them find their way at the end of the evening. No parking charges apply for your guests on the evening of your event.

## Conditions of Hire

1. The agreed hire period must be adhered to and the building returned to the person on duty at the agreed time. A charge of £50.00 per hour or part thereof will be made if the agreed hire time is exceeded.
2. The agreed hire fee must be paid in full two weeks before the evening of the hire.
3. The barn shall be left at the end of the hire in the condition that it was let. A charge of £50.00 will be made if this condition is not met.
4. The hirer will be responsible for ensuring that the building is used properly and that all fixtures and fittings are used for the purpose that they are intended for. Any breakages caused as a result of the misuse of the hirer or guests will be charged for accordingly.
5. You may bring your own decorations however the following rules must be followed: - no Blu-tack, stick pads, nails or screws on the beams, drawing pins only - no sticky pads, sellotape on the white areas of the walls, blu-tac or drawing pins only - do not allow helium balloons to escape into the roof space - please take all decorations away with you at the end of your event.
6. As the hirer, you are covered under East Dorset District Council's Public Liability Insurance, however this insurance does not cover you for claims against yourselves from those attending your function. The hirer must ensure that arrangements are made for cover against any such claims.
7. East Dorset District Council reserves the right to refuse to hire the barn to any group, individual or organisation and the right to stop a hire in progress for inappropriate behaviour.
8. The cost of the hire includes the use of the main ground floor barn area, the patio to the rear of the building, toilets, all lighting and caretaking services. The kitchen and Information Point are excluded from the hire. A maximum of two nominated people are allowed behind the Information Point to access the stereo and iPod facilities only. The hirer should bring along their own iPod and make themselves known to the Ranger(s) on duty.
9. You may not sell alcohol on the premises. Seasons Restaurant can offer a bar service alongside their catering, or you may organise for an outside bar facility to come in who will apply for a licence. In this instance, we will require a copy of the relevant paperwork.
10. No combustible material, of whatever nature, may be brought into the building or used during the period of hire i.e hay or straw bales, indoor fireworks, braziers, barbeques (unless on the outside patio), maroons or other theatrical effects. This list is not exhaustive.
11. Due to the building being of timber frame construction there can be NO SMOKING in the building and no naked flames (i.e. candles).
12. All rubbish, of any kind, must be disposed of in plastic bags and deposited as instructed by the Ranger on duty during the period of hire.