

PPT Church Rooms Terms and Conditions



Arrangements for the use of the Church Room must be made with the Church Room Bookings Secretary

For health and safety reasons children are not allowed in the kitchen. Please ensure they do not sit on any of the kitchen worktops or table.

Refreshments in the kitchen cupboards are for church use only.

Please park any buggies outside the entrance so their wheels do not mark the floor.

Please leave the church rooms as you would wish to find them ready for any group which may follow your booking. There are vacuum cleaners and brushes in the corridor by the toilets.

Please leave the kitchen clean and tidy and ensure all crockery and cutlery is put away. Please turn off all appliances i.e. ensure hot plates are off and the water heater is off.

Please ensure all furniture is returned to the positions it was found. The 48 chairs on the trolley must be stacked padded cushions inwards in groups of 6.

Please ensure toilet area is left tidy and any dirty nappies discarded in the black main dustbin outside the entrance, as the church rooms are only serviced twice a week. If you fill the kitchen bins then please empty these bags into the relevant dustbin.

Check the windows are closed and that the doors are shut behind you and all lights turned off. Please close the gate.

Users are advised to take out their own insurance as the Church's policy will only cover third party liability for the use of the church rooms

Payment for the use of the Church Room is made by arrangement with the Church room booking secretary. Charges will be reviewed annually.

Any problems regarding your booking or use of the church room, please contact the Church Room Manager & Bookings Secretary Jane Midgley 01626 832751

To operate porch light:

1. Ensure porch light is on
2. Depress round switch underneath the porch light switch.
3. Turn off the porch light switch and the light will remain on for about 5 minutes.

To operate heating: Follow the instructions on the front of the boiler i.e. move the small switch on the dial on the boiler down as far as it will go. Do not adjust the thermostat.