



# CHESTER TOWN HALL



**HIRE RATES**  
2023-2024

# ABOUT CHESTER TOWN HALL

Chester Town Hall is a designated Grade II listed building in the heart of Chester.

After the previous exchange building was burnt down, a competition was held to build a new town hall. The bid was won by William Henry Lynn of Belfast and opened in 1869. Designed in a Gothic Revival style and echoing its neighbour, the Cathedral, the Town Hall boasts stunning interiors with glorious murals, oil paintings, stained glass windows and beautiful flooring. Today, the Town Hall has maintained its beauty for over 150 years and proudly serves as the base for the city's Lord Mayor and civic functions. It provides space for local residents to host community and charity events and is available to hire for a number of private events.







## IMPRESSIVE SPACE IN THE HEART OF THE CITY

Conveniently located at the heart of the city and part of the newly created Northgate Development, the Town Hall sits close to a number of attractions, landmarks and historical buildings. Nestled between the Gothic grandeur of the Cathedral and the modern marvel of Chester's New Market, the Town Hall offers a modern approach to venue hire whilst paying homage to its rich heritage. From conferences to meetings, civil ceremonies to celebrations; we have the space and flexibility to suit you.

# THE ASSEMBLY ROOM

Our largest space, The Assembly Room boasts a beautiful ceiling, oil paintings, stained glass windows and wood panelling. A wonderful space for meetings, dining events, corporate functions, receptions and concerts. History meets technology in this room with hearing loop, first class PA, lighting, projector and large projection screen all available.

## Capacity

Reception:	350
Theatre:	300
Cabaret:	100
Banquet:	150





# THE COUNCIL CHAMBER

The magnificent Council Chamber is truly a spectacular room. With oil paintings, vast natural light, beamed ceilings and wood panelling, it is the perfect space for functions of up to 120 people. Ideal for civil ceremonies, corporate events and meetings, this versatile room also has PA, as well as optional screen hire.

## Capacity

Reception: 120

Theatre: 120

Cabaret: 60

Banquet: 80

Boardroom: 50



# THE COMMITTEE ROOM

One of our most popular rooms, the Committee Room offers historic charm in a smaller, versatile space. Commonly used for meetings, presentations, civil ceremonies or private dining, the space overlooks the Town Square and boasts sensational views of our neighbours - Chester Cathedral.

## Capacity

Reception:	25
Theatre:	25
Banquet:	18
Boardroom:	18





# THE MAGISTRATES ROOM

The Magistrates Room is a warm and inviting space with space for up to 40 people. Popular for those who want a historic setting with some modern touches, the Magistrates offers flexibility for meetings and conferences with screen hire available.

## Capacity

Banquet:	24
Boardroom:	30

# THE VICTORIAN COURTROOM

A versatile space that can be used for filming, acting, award ceremonies, presentations, or quirky photoshoots, our Victorian courtroom boasts original seats, wood panelled walls, stunning artwork and a spectacular stained glass ceiling.

## Capacity

Theatre:	60
Banquet:	60
Boardroom:	60





# HIRE RATES CONFERENCES & MEETINGS

All our rooms can be tailored to your preferred style, whether it be boardroom, dining, cabaret or theatre.

Room	Monday - Friday (per hour)		Weekends (per hour)	
	Registered Charities Rate	Private Hire	Registered Charities Rate	Private Hire
<b>Assembly Room</b>	£100	£125	£150	£200
<b>Council Chamber</b>	£60	£80	£120	£150
<b>Committee Room</b>	£50	£75	£95	£120
<b>Magistrates Room</b>	£50	£75	£80	£100
<b>Courtroom</b>	£50	£75	£80	£100

For exclusive hire of the Town Hall and all rooms, please see the below day rates:

<b>Exclusive Day Hire</b>	£2,500	£2,995	£3,250	£3,995
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# CIVIL CEREMONIES & VOW RENEWALS

We offer a versatile and flexible space for you to have your special day, your way. Want to bring in catering? No problem! What about your own wine? Fine by us! We are here to make your day as easy and magical as possible. Get in touch today!

We offer five packages to suit all needs. Whether you are looking for a grand setting for your ceremony and reception, or an affordable, licensed venue. We have the flexibility to suit your special day.

## Hire Rates Civil Ceremonies & Vow Renewal

**Package A** - Ceremony (2 Hours)  
Committee Room plus the Green Room

**Cost**  
£395.00

**Package B** - Ceremony (2 Hours)  
Council Chamber plus the Green Room

**Cost**  
£695.00

**Package C** - Mini Reception & Ceremony  
Exclusive use of the Town Hall for  
maximum 6 hours - daytime only

**Cost**  
£1,295.00

**Package D** - Ceremony and Reception  
Exclusive use of the Town Hall for 15 hours  
– full day rate

**Cost**  
£2,495.00

**Package E** - Affordable Ceremony  
Available last Wednesday of the month. Includes  
Committee Room plus Green Room. Maximum of  
10 guests and no music/readings available.

**Cost**  
£150.00

# FREQUENTLY ASKED QUESTIONS

## **Can I serve alcohol at the Town Hall**

Yes! We are a licensed premises and welcome you to serve alcohol at your event. Please contact us to discuss your specific needs and corkage rates.

## **Is there on site catering available?**

No. There is no onsite catering available however we do have a finishing kitchen on site, available for use for any outside caterers you may wish to bring to your event.

## **Do you offer any projectors, screen, AV or PA?**

Yes. Our Assembly Room has full PA, hearing loop, projection screen and projector included in the hire package. If you have further needs for your booking, contact us and we can talk through the options available.

## **Do you offer tea, coffee and refreshments?**

Yes. We have tea and coffee available as add-ons in all our room hires. Please contact us for more information or to discuss further light refreshments.

## **Can we bring our own suppliers to Chester Town Hall?**

Yes! If the required service is not intrusive by its nature, or does not require power from the venue, you are welcome to source your own suppliers such as: florists, photographers, and standalone musicians.

## **Is there a car park?**

Unfortunately, the Town Hall does not have a dedicated car park. However, there are many public car parks in the near vicinity, together with metered on-street parking nearby.

## **Is there disabled access at the Town Hall?**

Yes, there is disabled access which is located on Princess Street. Please press the buzzer located on the side of the entrance and our staff will be ready to assist.

## **I want to view The Chester Town Hall for my event! Who do I contact?**

We love an opportunity to show off our venue! Please contact us directly on the below email to book a viewing: [chestertownhall@cheshirewestandchester.gov.uk](mailto:chestertownhall@cheshirewestandchester.gov.uk)

We look forward to hearing from you and making your event happen!





CHESTER  
TOWN HALL