

Newham Community Centres and Library Hire Charges



Definition of Usage

Private Hire

- An individual or group wishing to hold a private party, event or activity
- A commercial organisation wishing to hold a meeting, event or activity
- Where the “hirer / organiser” makes a charge that **must** be paid in order to take part in the event or activity
- Any other hire that does not meet the criteria for faith, community or start-up hire

Faith Hire

- Where the purpose of the room hire involves communal worship, prayer, act or celebration of faith and / or where there is a congregation that marks a significant religious event / festival.
- This does not include private celebrations / parties aligned to a religious life event which will be charged at the private rate.

Community Hire

- An organisation registered with the Charities Commission, or in the process of becoming registered, and the proposed activity/events delivers Newham’s ‘Towards a Better Newham’ priorities, specifically those laid out in the 8 pillars and/or local neighbourhood priorities
- A voluntary, resident or community group that is delivering an activity/event, which delivers Newham’s ‘Towards a Better Newham’ priorities, specifically those laid out in the 8 pillars and/or local neighbourhood priorities

Start-Up Hire (only available for 12 months)

- A group or organisation that meets the requirements for community hire but has existed for less than 12 months
- A group or organisation that meets the requirements for community hire but are piloting a new activity

Newham Community Centres

Community Centre	Room	Capacity (seated)	Private/ Commercial		Faith		Community		Start-Up	
			Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends
Aldersbrook*	Hall	175	£40	£60	£30	£45	£25	£30	£12.50	£30
Beckton	Large Hall	150	£40	£60	£30	£45	£25	£30	£12.50	£30
	Small Hall	45	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
	Room 1	35	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
	Room 2	25	£25	£40	£20	£30	£15	£20	£7.50	£20
Forest Lane Lodge*	Hall	45	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
Jeyes	Hall (and food preparation area)	50	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
Jack Cornwell*	Hall	140	£40	£60	£30	£45	£25	£30	£12.50	£30
	Room 1	12	£25	£40	£20	£30	£15	£20	£7.50	£20
	Room 2 (with sink)	10	£25	£40	£20	£30	£15	£20	£7.50	£20
	Room 3	12	£25	£40	£20	£30	£15	£20	£7.50	£20
	Café area	15	£25	£40	£20	£30	£15	£20	£7.50	£20
Katherine Road*	Hall	60	£35	£50	£25	£40	£20	£25	£12.50	£25
	Blue Room	15	£25	£40	£20	£30	£15	£20	£7.50	£20
	Ground Floor Office	4	£20	£35	£17.50	£25	£15	£20	£7.50	£20
	First Floor IT room	10	£25	£40	£20	£30	£15	£20	£7.50	£20
Trinity*	Main Hall	80	£35	£50	£25	£40	£20	£25	£12.50	£25
	Middle Hall	18	£25	£40	£20	£30	£15	£20	£7.50	£20
Woodman*	Hall	45	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
All Buildings	Kitchen, where available, when hired with another room	N/A	£10	£15	£7.50	£10	£5	£10	£2.50	£5

Rate is hourly

To find out if you are eligible for start-up, community or faith hire, please speak to a member of staff

Opening Hours

The above venues are available for hire Mon-Sun 9am-11pm

***Kitchen available on site**

Deposits

- A £50 refundable deposit fee must be paid for hiring a meeting room
- A £250 refundable deposit fee must be paid for hiring a hall

Newham Libraries

Library	Room	Capacity (seated)	Private/ Commercial		Faith		Community		Start-Up	
			Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends	Opening Hours	Evenings & Weekends
Beckton Globe	The Rotunda	35	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
Custom House and Canning Town Community Neighbourhood Centre and Library*	Keir Hardie	12	£25	£40	£20	£30	£15	£20	£7.50	£20
	Daisy Parsons	90	£40	£60	£30	£45	£25	£30	£12.50	£25
	Elizabeth Fry	57	£30	£45	£22.50	£35	£17.50	£22.50	£10	£20
	David Sheppard	60	£35	£50	£25	£40	£20	£25	£12.50	£25
	Hall (Daisy Parsons and Elizabeth Fry)*	125	£55	£82.50	£41.50	£62.50	£33.50	£41.50	£17.50	£35
	Kitchen, hired with room	N/A	£10	£15	£7.50	£10	£5	£10	£2.50	£5
East Ham Community Neighbourhood Centre and Library	Room 1	25	£25		£20		£15		£7.50	
	Room 2	40	£30		£22.50		£17.50		£10	
	Room 3	40	£30		£22.50		£17.50		£10	
	Room 5 (Rooms 2 and 3)*	60	£45		£33.50		£26.50		£15	
Forest Gate Community Neighbourhood Centre and Library	Room 1	35	£30		£22.50		£17.50		£10	
	Room 2	15	£25		£20		£15		£7.50	
North Woolwich Library	Connie Hunt Room	20	£25		£20		£15		£7.50	
Plaistow Library	Room 1	15	£25		£20		£15		£7.50	
Stratford Library	Hopkins Room	70	£35		£25		£20		£12.50	

Rate is hourly

To find out if you're eligible for start-up, community or faith hire, please speak to a member of staff

Opening Hours

Custom House and Canning Town Community Neighbourhood Centre.

Normal opening hours 8am-8pm Monday to Friday and 9.30am-8pm Saturday. Available for hire 8am-11pm weekdays and 9am-11pm on weekends.

All other library venues are available for hire during their core opening hours. Please speak to a member of staff for more information or visit:

www.newham.gov.uk/venues

*Kitchen available on site.

Deposits

- A £50 refundable deposit fee must be paid for hiring a meeting room
- A £250 refundable deposit fee must be paid for hiring a hall

*Hiring combined halls

Where a booking is made of a hall that combines two rooms, the cost per hour will be at the full rate of the larger room and half the rate of the smaller room