

AVAILABLE TO HIRE



PINNER VILLAGE HALL

Venue Hire Information 2025 Hiring Rates

To make an enquiry or to arrange a visit (by appointment only),
please call or email

020 8429 4320

bookings@pinnervillagehall.org.uk

pinnervillagehall.org.uk

OPENING HOURS

AVAILABLE FOR PUBLIC HIRE:

Monday to Thursday	8.30am to 11.30pm
Friday & Saturday	8.30am to midnight
Sunday & Public Holidays	8.30am to 11pm

The building must be vacated by the respective closing times listed above. In addition, the following timings must be adhered to in respect of alcohol and entertainment:

THE VILLAGE BAR

Monday to Thursday:	11am to 11pm
Friday & Saturday:	11am to 11.30pm
Sunday & Public Holidays:	11am to 10.30pm

ENTERTAINMENT

Monday to Thursday	8.30am to 11pm
Friday & Saturday	8.30am to 11.30pm
Sunday & Public Holidays	8.30am to 10.30pm

*Please note that the bookings office is **NOT** located at Pinner Village Hall. If you would like to view our facilities, an appointment must be made in advance for a mutually convenient time.*



FACILITIES AVAILABLE

THE KEITH SCHOFIELD HALL

- CHAIRS (to seat up to 140 theatre style)
- TABLES (24 trestle tables measuring 4ft x 2ft and 8 trestle tables measuring 6ft x 2ft)
- PA SYSTEM (includes 2 cordless microphones)
- PROJECTOR & SCREEN

The dimensions of the Keith Schofield Hall are: 11.5m x 8.8m

The usable dimensions of the Stage are: 3.5m x 5m

THE EDWARD WARBURG LOUNGE & PRIVATE TERRACE

- CHAIRS (to seat up to 35 theatre style)
- COFFEE TABLES (5)
- TABLES (8 trestle tables measuring 4ft x 2ft)
- PROJECTOR & SCREEN
- PATIO FURNITURE

The dimensions of the Edward Warburg Lounge are: 7.3m x 4.8m

THE VILLAGE BAR & BAR LOUNGE

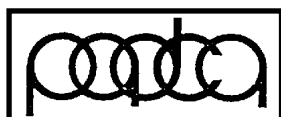
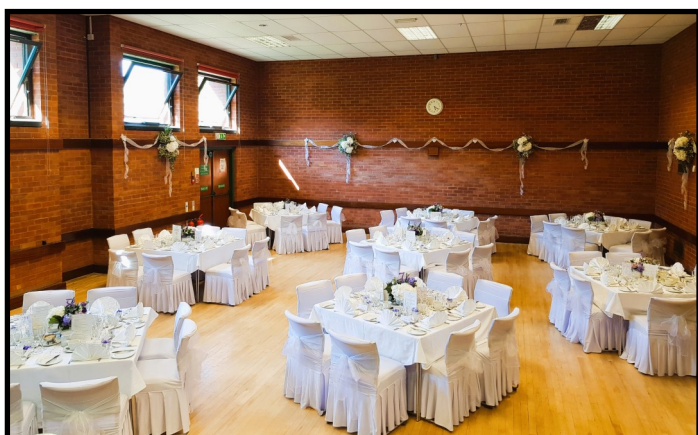
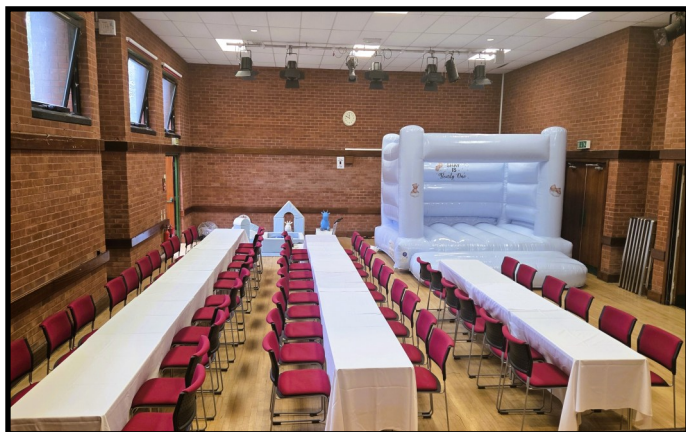
Alcohol **cannot** be brought onto the premises. All alcohol consumed on the premises must be supplied through the PADCA Social Club who have the exclusive right to supply **all** alcohol consumed at Pinner Village Hall.

REFRESHMENT KITCHEN

- PLUMBED HOT WATER URN
- UNDER COUNTER FRIDGE
- UNDER COUNTER FREEZER

COMMERCIAL KITCHEN

- COLD CUPBOARD
- HOT CUPBOARD
- MICROWAVES (2)
- OVEN & 6 RING ELECTRIC HOB
- SERVICE TROLLEY



Pinner Village Hall is managed by Pinner & District Community Association (PADCA).
PADCA is a Charitable Incorporated Organisation and registered as a Charity, No: 1160571.

2025 HIRING RATES

THE KEITH SCHOFIELD HALL

Monday to Friday:

8.30am to 6pm	£44.50 per hour (20% discount available for weekly hire)
6pm to closing	£56.00 per hour (15% discount available for weekly hire)

Saturday, Sunday and Public Holidays:

8.30am to 6pm	£72.50 per hour (minimum requirement of 3 hours hire)
6pm to closing	£89.00 per hour (minimum requirement of 3 hours hire)

PA System	£75.00 per booking
Projector & Screen	£35.00 per booking
Set-Up/Take-Down Service	£60.00 per booking

THE EDWARD WARBURG LOUNGE & PRIVATE TERRACE

Monday to Friday:

8.30am to 6pm	£28.00 per hour (20% discount available for weekly hire)
6pm to closing	£39.50 per hour (15% discount available for weekly hire)

Saturday, Sunday and Public Holidays:

8.30am to 6pm	£67.50 per hour* (minimum requirement of 3 hours hire)
6pm to closing	£67.50 per hour* (minimum requirement of 3 hours hire)

Projector & Screen	£35.00 per booking
Set-Up/Take-Down Service	£30.00 per booking

* When booked as an extra to the Keith Schofield Hall, the Edward Warburg Lounge & Private Terrace will be charged at £33.50 per hour.

THE VILLAGE BAR & BAR LOUNGE

Monday to Saturday:

11am to closing	£33.00 per hour (minimum requirement of 3 hours hire)
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Sunday & Public Holidays:

12pm to closing	£33.00 per hour (minimum requirement of 3 hours hire)
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2025 HIRING RATES

REFRESHMENT KITCHEN

Non-exclusive use of the refreshment kitchen is included with all hires. It is to be used for the service of light refreshments only.

COMMERCIAL KITCHEN

£55.00 per booking

All cooking must take place in the commercial kitchen only.

No unauthorized heating or cooking appliances can be used anywhere else in the premises. The kitchen cannot be booked for sole use.

HOLDING DEPOSIT

£100.00 per booking

To secure a booking, you will be required to complete and return the necessary paperwork and to pay the £100 holding deposit.

DAMAGE DEPOSITS

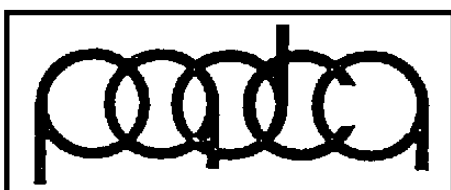
General Damage Deposit	£175.00
Commercial Kitchen Damage Deposit	£55.00
PA System Damage Deposit	£200.00

PADCA reserves the right to require all hirers to pay the following Damage Deposits. These are refundable, subject to any damage or excessive cleaning bills, within 7 days of the booking.

CANCELLATION CHARGES

If cancelled with less than 12 weeks notice	£100.00
If cancelled with less than 14 days notice	50% of hire charge

When making a booking, you are booking from the time that you first require access to the premises (for any set-up requirements etc.) until the time you will depart the premises (after your attendees have left, you have taken-down and cleared up).



AS A CHARITABLE INCORPORATED ORGANISATION ANY PROFITS GENERATED GO BACK INTO MAINTAINING PINNERS VILLAGE HALL AND SUPPORTING PADCA MEMBER ACTIVITIES & GROUPS.

If you would like more information about becoming an individual member of PADCA, or if your organisation is interested in becoming a PADCA Member Group, please email us at:

bookings@pinnervillagehall.org.uk

STANDING RULES RELATING TO THE USE OF HIRED PREMISES

1. The person named in the application as the Organiser, or a duly notified replacement, must report to the PADCA Duty Officer or Steward on arrival at the Hall and sign our Licensing declaration.
2. The Organiser will be responsible for the good behaviour of all persons using the premises, whatever their capacity, at all times during the hire period.
3. All persons attending the Function/Meeting will be admitted by stewards provided by the Organiser in the case of events involving the general public or by some means of identification (Membership Card, Invitation Card, Personal Knowledge) in other cases. If professional "Door Stewards" are employed, they must hold a current Licence issued by the Security Industry Authority.
4. All cooking for indoor events must take place in the large kitchen. No unauthorised heating or cooking appliances shall be used on the premises. Barbeques are permitted on the terrace at the Hirers own risk but must not be brought into the building under any circumstances. **PADCA do not provide any cookware, crockery or cutlery.**
5. No unauthorised equipment will be introduced. Bunting, notices and temporary signs etc may be affixed to the picture rail (**but not the brick wall**) in the premises by Hirers provided that "blue tack" is used for the purpose or tied to the eyelets in the wall at intervals above the picture rail. **Staple guns and glue guns must not be used under any circumstances.**
6. All PADCA chairs, tables etc must be returned to their normal storage areas after use (and cleaned) and all surplus food, litter etc cleared away by the Hirer into the rubbish bins provided in the adjacent car park.

7. Late night music and the general noise level must be kept within reason. **Music must cease at 11.00pm on Monday to Thursday, 11.30pm on Friday and Saturday and 10.30pm on Sundays.**
8. The Hirer will be required to pay for the cost of any repairs or renovations if PADCA property is damaged and will be charged for any undue cleaning efforts needed after their hiring.
9. The Hirer will be responsible for insuring against any third-party claims which may arise because of their use of the premises.
10. PADCA cannot accept responsibility for damage to or loss or theft of the property of the Hirer or of persons attending the Function / Meeting nor can it accept liability for any personal injuries sustained during the event.
11. Nothing shall be done on or in relation to the premises in contravention of the laws relating to Trading, Betting, Gambling or Lotteries and the Hirer shall ensure that the requirements of the relevant legislation are strictly observed.
12. The Hirer shall be responsible for ensuring that any recorded music played during the hiring is covered by the necessary Licence from Phonographic Performance Ltd (PPL).
13. All conditions attached to the granting of stage play or other Licences shall be strictly observed. Nothing shall be done which will endanger the users of the premises and the policies of insurance relating to it and the contents.
14. Hirers must familiarise themselves with the fire-fighting apparatus and the position of emergency exits. The fire-fighting apparatus shall be kept in its proper place and only used for the purpose for which it is intended. Obstructions must not be placed in front of emergency exits, which must be available for free public egress. The Fire Brigade shall be called to any outbreak of fire however slight.
15. First Aid supplies are available to Hirers. The need for the use of such supplies must be recorded on an Accident Report Form, which will be found in the First Aid Box in the small kitchen.

16. The Hirer must ensure that all electrical equipment brought into the building complies with current safety standards and accept any liability whatsoever arising from incorrect operation of such equipment.
17. Hirers should be aware that any Function specifically for children comes under the jurisdiction of the [Children's Act 1989](#) and that it is the responsibility of the organisers to ensure that only fit and proper persons have access to young children and that such persons shall at all times be in attendance upon young children who are on the premises for the activities concerned.
18. Hirers, if selling goods on the premises must comply with [Fair Trading Laws](#) and specific additional conditions laid down by the [Brent & Harrow Trading Standard organisation](#) which must be satisfied before the hiring can take place.
19. The benefit of the Hiring Agreement cannot be assigned and constitutes permission only to use the premises and confers no tenancy or other right of occupation on the Hirer.
20. PADCA reserves the right to terminate immediately, without payment of compensation, any entertainment, activity, or meeting permitted under the hire that in the view of the PADCA's Officers is not properly conducted or is illegal.
21. The Licensees are authorised to immediately close the bar if the hirer permits breaches of the [Licensing Act](#) to occur, e.g., underage drinking. Hirers will also be asked to sign a Licensing Declaration for acceptance of this and other specific conditions relating to the Licensing Act 2003.
22. Any "Door Supervisors" used must hold a current Licence issued by the Security Industry Authority.

[Bookings for children's birthday parties/dances and similar events for young people up to the age of 11, are accepted on the strict understanding that parents will attend and take full responsibility for the event.](#)
[Bookings for 18th to 21st Birthdays are not accepted. PADCA also reserves the right to refuse any application to use/hire the premises.](#)

HOW TO FIND US



By Train:

A short walk for Pinner Station on the Metropolitan Line.

By Bus:

A short walk from bus stops B, C & D serving the 183, H11, H12 & H13.

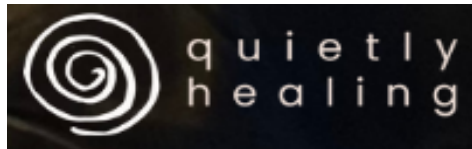
By Car:

Ample parking is available in the adjacent Pay & Display Car Park.

SOME OF OUR REGULARS



The best baby & toddler
music classes on
the planet!



PINNER LOCAL HISTORY SOCIETY



**Chess
for life**

keep your brain
in good shape at all times

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BRADLEY & JONES

Funeral Directors

7 Love Lane, Pinner, HA5 3EE 020 8866 0088 / 07711 750917