Stilton Pavilion

Stilton Pavilion Report to Pavilion Committee

November 2026

This report will cover:

1. Current hire charges and comparison with other Community halls in the area
2. Issues with small, medium and large hire and suggestions re mitigating risk
3. Discounts
4. Additional revenue sources
5. Regular and non-regular hire
6. Fireworks and other anti-social activity
7. Pre-approved contractors
8. Licenced hours
9. Football
10. Social media
11. Parking

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1. Current hire charges and comparisons with other Community halls in the area

The Pavilion Committee is required to consider hire fees on an annual basis and report to the Parish Council to enable precept needs to be calculated accordingly. A comparison with nearby halls has been carried out:

Venue	Capacity	Charge	Price includes / key facilities
Stilton Pavilion	150 seated; 220–250 theatre-style	£25 weekday; £30 evenings/Sunday; £42 Saturday (25% resident discount)	Tables, chairs, kitchen, garden, Wi-Fi, parking
Nene Valley Community Centre	80 seated; 120 overall	£25/hour whole hall; £150 Saturday evening package	Kitchenette or bar facility according to room, patio for specified hires
George Alcock Centre	120 seated; 200 overall	£25/hour; £350 Friday/Saturday evening	Set-up support, refreshments, Wi-Fi, PA/presentation equipment, bar facility
Glatton Village Hall	Up to 100 guests advertised	£25/hour; £200 evening package	Kitchen, tables, chairs, crockery, cutlery, garden if required
Eastrea Centre	120 seated; 200 overall	£142 for four hours; £218.50 for seven hours	Kitchen use for drinks, bar hire, admin fee, set-up/clear-away hour
Austin Hall, Yaxley	130 seated; 200 theatre-style	£28.50/hour Mon-Fri and £32.50/hour Sat and Sun. £43/hour after 22:00 and £26.50 for the Caretaker to lock up	Main hall, kitchen, large car park

The Eastrea Centre is similar in size to the Pavilion and is worth having a look at. Their booking system is cumbersome compared to the Pavilion's. https://www.theeastreacentre.com/

What this suggests about Stilton's pricing

Weekday daytime — £25/hour

This looks broadly competitive. Eastrea charges £24/hour, Holme Village Hall charges £25/hour and The George Alcock Centre charges £25/hour. The weekday rate sits comfortably within this group.

Weekday evenings and Sundays — £30/hour

This is a little above some of the published hourly rates, but it is not necessarily excessive. The comparison depends on whether other halls charge more for evening events, parties or additional staffing.

Saturdays — £42/hour

It is higher than the published standard hourly rates at the comparable halls. However, some venues use fixed party packages or minimum booking periods, so the difference may be smaller than it first appears.

Security

There is no doubt that adding £84 for security at low risk, no alcohol, early finishing parties, to £300 for larger with alcohol, late finishing times, increases the Stilton Pavilion charge considerably. It is often a reason that bookings are not progressed.

Suggestion: Modest increase to hire charges as last increased 01/04/25 (as below)

CHARGE:	CURRENT CHARGE:	PROPOSED FROM 01/04/27
Off peak Mon-Thu 09:00 to 19:00	£25/hour	£26/hour
Peak Mon-Thu 19:00-22:00	£30/hour	£30/hour
Peak Friday 19:00 – 23:00	£30/hour	£32/hour
Super Saturdays (all day)	£42/hour	£44/hour
Sundays (all day)	£30/hour	£32/hour

These are small increases that regular users can hopefully accommodate but will provide extra income, especially from weekend events. Resident discount of 25% reduces the burden for local people. Estimated increase in income:

Weekdays off peak: 15 hours on average a week (£780pa)

Weekends: Monthly average 3 hours Friday peak (+£72pa), 39 hours Saturday (£936pa) and 28 hours Sunday (+£672pa)

Total anticipated extra income: £2,460 (including VAT) or £2,050 (excluding VAT).

2. Issues with small, medium and large hire and suggestions re mitigating risk

Small bookings – 2 to 3 hours, children's parties, etc. Charge can be as little as £45 for 2 hours on a Sunday, resident rate (£37.50 exclusive of VAT). Staff charge to open is £15 and £15 to close (£30 plus 15% employer NICS, etc). This means income in real terms is minimal.

Suggestion: Minimum booking of 3 hours at the weekends.

Medium bookings – Usually manageable, later start, earlier finish events without security needed. Can be larger events in disguise that over-run to avoid the extra charges. This is infrequent though.

Process: These events if they over-run attract the Late Leaving charge (LLC) which works well to ensure finishing when stated. If not, extra compensatory income for staff, and the PC, as both the additional hire time and LLC is applied.

Larger bookings – early start, late finish, alcohol, large attendance, caterers and decorators. Staff less likely to open to the actual hirer and pass on vital information. These events can create considerable mess inside and out, noise in the village at anti-social times and be intimidatory if guests gather outside on the road.

Suggestion: For events deemed 'high risk', security be put in place from beginning to end of the event. This will attract a larger charge. For example, current charge £300 which covers 19:00 to 01:00 on a Saturday. Security could be on site from the hire start at 09:00 or when guests arrive at 15:00 (for use in the example). Clerk discretion re 'high risk' event.

Example of elevated cost for High-Risk events with an event opening at 09:00 and closing at 01:00 on a Saturday night and guests arriving from 15:00.

SECURITY ON SITE:	CURRENT PRICE for an event 09:00 to 01:00:	NEW PRICE:
17:00 – 01:00 (2 guards)	16 hours x £42/hour plus £300 security charge = £972	
15:00 – 01:00 (2 guards)		16 hours x £42/hour plus £25ph x 10hours x 2 guards = £1,172
09:00 – 01:00 (2 guards)		16 hours x £42/hour plus £25ph x 16 hours x 2 guards = £1,472

In addition to this, the current deposit level for higher risk events is currently £750 but could be higher to cover any anticipated issues.

Suggestion: £1,000 deposit but payable in 2 parts. £500 within 7 days to secure the booking and £500, 60 days prior to the event. Hire fees are payable 30 days before the event. Deposit returned within 14 days of the event.

3. Discounts

Current discounts:

- 25% resident's discount
- 75% concessionary discount
- 100% complimentary use.

However, some discounts are double applied. For example, a resident's discount with a concessionary discount on top which effectively becomes an 82% discount.

Suggest: Allowing only one discount to the highest value (so if a resident entitled to a 25% discount is awarded a 75% concessionary discount, only the 75% discount is applied to the charge). This makes invoicing more straightforward and simplifies discounting of fees, allowing greater transparency.

4. Additional revenue sources

SOURCE:	CURRENT PRICE: (includes VAT)	SUGGESTED PRICE FROM 01/04/27 (includes VAT)
Bins (under 100 guests)	£26	£29
Bins (over 100 guests)	£52	£58
Large events	Events bins (separate cost)	Event bins (separate cost)
Crockery (under 100 guests)	£65	£65

Crockery (over 100 guests)	£65	£85

5. Regular and non-Regular hire

Suggestions for increasing regular hirer:

- Contact local class providers to encourage them to use the Pavilion
- Have a special 'start up' rate for new classes for 8 weeks at a discount of 50%. This allows for advertising and to build interest over the 8 weeks which helps make the class commercially viable. Full price applies after 8 weeks. No residents discount, only the 50% (larger discount as in point 3). The residents discount would apply after the 8-week start up period.

CLASS LENGTH:	MON-FRI PEAK (AFTER 19:00)	MON-FRI OFF PEAK (BEFORE 19:00)
Usual 6-week cost – 8 weeks	£240	£200
Start-up cost – 8-weeks	£120	£100

Suggestion for increasing non-regular hire:

- Over the last few weeks we've seen an increase in enquires for non-regular hire that is not party based. We had the motorcycle pop up, a 'motivational' conference, have taken a booking in March next year for a coin collection open day, 'We are Vinted' have reserved a Sunday and there has been a bird show enquiry, and a request from a Peterborough group of fathers, Dads After Bedtime, who want to put on an Easter egg hunt for families. Target these events more
- Advertise on Halls for Hire and similar free sites. Increase social media when increased staff capacity. Reinstate the Pavilion Facebook account and start an Instagram account for the Pavilion. Pictures to be taken of events and used to highlight how the hall can be used (classes, conferences, children's parties, adult events, community events, business pop ups and wedding celebrations).

6. Fireworks and other anti-social activities

Fireworks are a rising issue but still extremely low as a percentage of the events held at the Pavilion. However, they do have a disproportionate effect on the village's perception of the Pavilion and how it is managed.

Suggestion: In addition to each hirer being sent the Pavilion Terms and Conditions stating no fireworks:

- **This be added to the tick sheet when staff carry out the hand over to the hirer at the start of the hire stating no fireworks, etc**
- **The hirer also to be informed if fireworks, candles, pyrotechnics, smoke or fog machines or flares are lit/set off, there is an automatic charge equal to 50% of the deposit with a potential fine too. The penalty be added to the Terms and Conditions**
- **HDC security to take photos of anyone lighting/discharging fireworks for evidence**
- **2 signs to be put up in the Pavilion Garden and near the Skate Park with a firework having a red cross through it for those for whom English is not their first language.**

Rubbish strewn around the Pavilion following large events has reduced considerably following adherence to Premise licence operating hours and this is naturally curtailing the larger, high-risk events.

Suggestion: Introduce a litter fee of £50 for any events where littering is an issue.

7. Pre-approved contractors (suggested by Cllr J Leonard)

Instead of having a contractors list circulated to hirers who can put in place their own contractor, have a list of pre-approved contractors where all documentation, insurance and certificates have already been checked. We would hold these on file, cutting down on staff time having to chase documentation, and thereby increase safe operation at Pavilion events. This is particularly relevant with caterers at large, high-risk events who exceed the capability of the kitchen and have no knowledge of what it can and cannot do. This led to 2 visits by the Fire Service this year. After 3 call outs the risk is that the Fire Service will not attend site which could have insurance and safety implications. Recommending bouncy castle suppliers who adhere to Pavilion needs has proved successful.

Suggestion: From 01/04/27 only pre-approved contractors will be allowed on site at events.

8. Licenced hours

The Pavilion is open:

Mon-Friday – 09:00 to 22:00 (with an hour allowed for tidying up until 23:00)

Saturday – 09:00 to 12:00 (with an hour allowed for tidying up until 01:00)

Sunday – 09:00 to 22:00 (with an hour allowed for tidying up until 23:00)

After a conversation with HDC Licencing Team where we were informed that use of Temporary Event Notices to allow extended use have reached the limit for this financial year, this is now having an impact on Christmas Fairs and Markets who are now unable to sell mulled wine. The allowance resets on 01/04/27.

Sticking to licenced hours and not running until 03:00 will cut down on a lot of TEN needs. As the Pavilion is licenced for Live Music there is an automatic allowance for events to continue on a Friday night until 23:00.

Suggestion: Mon-Thursday, Saturday and Sunday as above but change Friday event timings to a later close of 23:00 (with an hour allowed for tidying up until 24:00).

9. Football

Current charges:

Pitch/age group:	Stilton Teams: resident discount	Non-Stilton teams
Small pitch – Under 6, Under 8	Training: £8 Match: £21	Training: £11 Match: £28
Intermediate pitch – Under 9, Under 10	Training: £8 Match: £26	Training: £11 Match: £35
Main pitch (smaller version) – Under 12, 13 and 14	Training: £8 Match: £26	Training: £11 Match: £35
Main pitch – Seniors using showers, toilets and changing rooms	Training: £8 Match: £35	Training: £11 Match: £45

Stilton Football Club also pay £150 for white lining and £20 materials each month (August to May).

Suggested increase from 01/04/27:

Pitch/age group:	Stilton Teams: resident discount	Non-Stilton teams
Small pitch – Under 6, Under 8	Training: £8 Match: £23	Training: £11 Match: £30
Intermediate pitch – Under 9, Under 10	Training: £8 Match: £29	Training: £8 Match: £38
Main pitch (smaller version) – Under 12, 13 and 14	Training: £8 Match: £29	Training: £11 Match: £38
Main pitch – Seniors using showers, toilets and changing rooms	Training: £8 Match: £35	Training: £11 Match: £45

Stilton Football Club also pay £150 for white lining and £20 materials each month (August to May) – to remain the same.

All football income to be reinvested into Pitch Maintenance on the Community Field (minus the projected cost of electricity, gas and water use).

10.Social Media

In addition to the above suggestion to reinstate the Pavilion Facebook account and start an Instagram account and highlight the different ways the Pavilion can be used …

- Publicise regular classes on Pavilion social media (with videos)
- Advertise available hire periods to maximise occupancy (last minute)
- Use social media to promote how to book the Pavilion and resident's discount rate.

11. Parking

The main Pavilion access road, verge parking spaces and parking space opposite the Pavilion on the far verge all need attention. Deteriorating matting and uneven surfaces present issues. The parking signs have worked well where attendees are shown how to park. In wet and wintery conditions these spaces are less than ideal, bringing mud into the Pavilion among other arising issues.

Suggestion: Parking provision be addressed urgently.