

Meeting Places in Kingston upon Thames

NO COST TO HIRERS ... Charity Number required upon booking ...

<p><u>JOHN LEWIS COMMUNITY HUB</u></p> <p>Wood Street, Kingston upon Thames, KT1 1TE</p>	<p>0208 547 4872 Lene.wood@johnlewis.co.uk</p>	<p>NO COST</p>	<p>One large room with refreshment facilities, tables, chairs and armchairs.</p>
<ul style="list-style-type: none"> ○ Wheelchair access to 3rd Floor – next to the Nursery Department. ○ Lifts. ○ Underground parking. <p><u>WiFi AVAILABLE</u> and automatically logs into BT John Lewis. Good reception. Password, etc. available upon booking.</p>			
<p><u>KINGSTON COUNCIL COMMUNITY ROOM</u></p> <p>The Guildhall Main Building, High Street, Kingston upon Thames, KT1 1EU</p>	<p>03337 000595 tfrmhelpdesk@engie.com www.kingston.gov.uk</p>	<p>NO COST</p>	<ul style="list-style-type: none"> ○ Maximum 14 guests seated around an oval table. ○ 7.00am – 7pm, Monday-Friday ○ Tuesday – Wednesday – Thursday, hours can be extended.
<ul style="list-style-type: none"> ○ Disabled access via lift to the first floor. ○ Catering can be provided at a cost – contact: tfrmhelpdesk@engie.com. ○ Costs for equipment and catering. 			
<p>WiFi AVAILABLE (passwords, etc. available on the day). Power sockets - Head table with seating for speaker</p>			

OFFERED TO REGISTERED CHARITIES ONLY AND SCREENED FOR SUITABILITY

HIRING COSTS ... It is recommended to make contact with the organisation to confirm current fees

<p><u>ACHIEVING FOR CHILDREN</u></p> <p>King Charles Centre, Surbiton, KT5 9AL</p>	<p>0208 547 6982</p> <p>Caroline.downie@achievingforchildren.org.uk Events & Training Facilities Assistant</p>	<p>£40.00 for 1st 4 hours and £20.00 thereafter.</p>	<ul style="list-style-type: none"> ○ 4 rooms to hire, 3 of which are classroom size (see below)
<ul style="list-style-type: none"> ○ 3 x classroom sized rooms with seating capacity from 24 – 42 – classroom seating arrangement. ○ Hall – seating capacity of 72 classroom seating and 100 theatre style. ○ Refreshments charged at £2.00 per head. ○ All rooms are equipped with laptop, screen, sound, flipchart and stationery. ○ Weekend rates vary according to time and day. 			

<p><u>ALL SAINT'S CHURCH</u></p> <p>Market Place, Kingston upon Thames, KT1 1JP</p>	<p>0208 546 5964</p> <p>info@allsaintskingston.co.uk www.allsaintskingston.co.uk</p>	<p>Charity = £27.00 per hour</p>	<ul style="list-style-type: none"> ○ Seats 150 (sit down meal) ○ Seats 30 around a table ○ Concert style: 123 stage to west door which would be good/great view. 81 South Aisle, and 54 North Aisle (some seats could be slightly occluded due to position).
<ul style="list-style-type: none"> ○ Disabled toilets. ○ Tea and coffee making facilities. ○ Tables and chairs. ○ PA System. 			
<p><u>WiFi AVAILABLE</u> in the Café with various strengths. User Name: AllSaints-Guest. Network: SS1D. +Password: KTAAsc5964</p>			

<p align="center"><u>CANBURY PAVILLION</u></p> <p>Canbury Gardens, Lower Ham Road, Kingston upon Thames, KT2 5AX</p>	<p align="center">0770 8667 590 Canbury.pavilion@gmail.com www.canburypavilion.org www.facebook.com/canburypavillion</p>	<p align="center">£30 per hour - or see below **</p>	<p>Tables and Chairs to seat 48</p> <ul style="list-style-type: none"> ○ Mon-Thurs 9.00am - 10.30pm (No private functions) ○ Fri-Sat-Sun + Bank Holidays - 09.00am - 7.30pm
<p align="center">** A non-commercial rate will apply to organisations in the following categories: Non-profit making educational organisations / Non-profit making local clubs and societies Local Charities should make contact in order to evaluate special agreements.</p>			
<ul style="list-style-type: none"> ○ Ramps can be provided to enable wheelchair access. ○ Sound system to play music via CDs, a Bluetooth connection or through a USB socket. ○ Kitchen facilities (microwave, hotplate and a kettle). ○ Refreshments can be arranged - contact: 07929 371 500 / catering@canburysecret.co.uk 			
<p align="center"><u>WIFI AVAILABLE</u> – not especially fast. Passwords etc. given upon hiring</p>			

<p align="center"><u>CANBURY WORKS</u></p> <p>Units 5-7, Canbury Business Park Elm Crescent Kingston upon Thames, KT2 6HL</p>	<p align="center">David Randall 0208 399 3690 david@mapleworks.co.uk</p>	<p align="center">£5.00 per hour £10.00 per hour £19.00 per hour All ex. VAT</p>	<ul style="list-style-type: none"> ○ Montserrat Room - see below ○ Camm Room – see below ○ Pixton Room – see below
<ul style="list-style-type: none"> ○ Montserrat Room .. A small, private room for small meetings of up to 3 people. ○ Camm Room Board Room for meetings of up to 11 people. Smart TV, Flip Chart. (Board Room table is not removable). ○ Pixton Room Large, multi-purpose meeting/training room seats up to 30 people. Flip Chart, White Board and Projector. Ground floor, disabled accessible. Kitchen en-suite. 			
<ul style="list-style-type: none"> ○ Unlimited tea and coffee included – and jugs of water and glasses. ○ Flipcharts and Projection available. ○ Access 24/7 by arrangement. ○ Parking for 1 organiser/Presenter only. ... No parking for delegates. 			
<p align="center"><u>WIFI AVAILABLE</u> in all rooms. Good reception. Login for Meeting Rooms SSID (Network) – canburyguest: Password: 'totalcanbury'</p>			

<p style="text-align: center;"><u>KINGSMEADOW</u></p> <p>Kingsmeadow Stadium, Jack Goodchild Way, Kingston upon Thames</p>	<p style="text-align: center;">0208 547 3396</p> <p style="text-align: center;">enquiries@kingsmeadowfunctions.com www.kingsmeadowfunctions.com</p>	<p style="text-align: center;">From £15.00 per delegate</p>	<ul style="list-style-type: none"> ○ Adaptable layouts ○ From 8.30am - 5.30pm
<ul style="list-style-type: none"> ○ Ample free parking. ○ Overhead projector with screen. <p style="text-align: center;">Flip Chart, pad and pens provided. Tea and Coffee – Working buffet lunch.</p> <p style="text-align: center;"><u>WiFi AVAILABLE – details upon booking</u></p>			

<p style="text-align: center;"><u>KINGSTON QUAKER CENTRE</u></p> <p>Fairfield East, Kingston upon Thames, KT1 2PT</p>	<p style="text-align: center;">0203 092 8743</p> <p style="text-align: center;">kqc@kingstonquakers.org www.kingstonquakers.org</p>	<p style="text-align: center;">Telephone, email or visit website for prices</p>	<ul style="list-style-type: none"> ○ Meeting Room - Seats 76 ○ Hall - Seats 70 ○ Large Committee Room - Seats 24 ○ Small Committee Room - Seats 12 ○ Children's Room - link to patio
<ul style="list-style-type: none"> ○ Available for booking from 09.00am - 10.00pm. ○ Parking limited - Disabled Parking upon request - also for loading. ○ Parking in the Cattle Market. ○ Covered cycle parking. ○ Level access to all facilities. ○ Projector, Audio System and Hearing Loop in the Hall ... Hearing Loop also in the Meeting Room. ○ Projector. ○ Flip Chart and Stand (flip chart paper and marker pens not provided). ○ White Board. ○ Kitchen facilities for light refreshments - No consumables allowed in the Meeting Room and both Committee Rooms. Water is, however, allowed. <p style="text-align: center;"><u>WiFi AVAILABLE – good strength – passwords, etc. available upon booking.</u></p>			

<p><u>KINGSTON RECOVERY HUB</u> 40-46 Cromwell Road, Kingston upon Thames, KT2 6RN</p>	<p>Office: 0208 39 8060 Mobile: 07795 382 068 Mick.gallagher@kaleidoscopeproject.org.uk</p>	<p>Email or telephone for costs</p>	<ul style="list-style-type: none"> ○ Not available before 4.00pm ○ Lounge area to adapt to open meeting space (20 people) or desk/training space (8-10 people)
<ul style="list-style-type: none"> ○ Available to rent all evenings (from 4.00pm) and all day Saturday and Sunday. ○ Disabled access and toilet. ○ Secured covered parking (underground). ○ Short walk (5 minutes) from Kingston British Rail and both Cromwell Road and Fairfield Bus Stations. ○ Fully equipped kitchen. ○ Wall mounted TV with HDMI (laptop friendly) setup. <p style="text-align: center;"><u>WiFi AVAILABLE</u> – good reception - Pa55wordKB</p>			

<p><u>LEANDER SEA SCOUTS</u> NB: This may be closing sometime in 2020 – as yet unspecified 92 Lower Ham Road, Kingston upon Thames, KT2 5BB</p>	<p>info@leanderseascouts.org.uk www.leanderseascouts.co.uk</p>	<p>Email for costs</p>	<ul style="list-style-type: none"> ○ Not available in the evenings ○ An abundance of natural light and a river view. ○ Large hall (about 13m x 6m) with folding partition
<ul style="list-style-type: none"> ○ Ramp for easy access. ○ Disabled parking space and toilet. ○ Parking on Albany Park Road and Lower Ham Road (metered only between 11.00am and 2.00pm, Monday - Saturday). ○ Normal access via Albany Mews - a 2-minute walk from the Durlston Road bus stop on Richmond Road (route 65). ○ Normal tables and chairs. ○ Simple tea and coffee making facilities. <p style="text-align: center;"><u>WIFI AVAILABLE</u> – Not particularly strong – passwords, etc. available upon booking.</p>			

<p><u>NEW MALDEN METHODIST CHURCH</u></p> <p>49 High Street, New Malden, KT3 4BY</p>	<p>0208 942 1288</p> <p>nmmc@hotmail.co.uk</p> <p>www.newmaldenmethodistchurch.com</p>	<p>Various prices. Call, or see website</p>	<ul style="list-style-type: none"> ○ Upper Hall - Seats 100 ○ Lower Hall - Seats 40 ○ Extension - Seats 60 ○ Choir Vestry - Seats 20 ○ Church Sanctuary - Seats 200
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- Time for hiring can be obtained by contacting the Church.
 - No bookings for Sunday mornings or Sunday afternoons of the 3rd Sunday of the month
 - All Halls (except the Upper Hall) are wheelchair accessible and there is a disabled toilet at the front of the building.
 - There are a few parking spaces – none guaranteed to be available.
 - Street parking is available.
 - Malden Centre Car Park is a 2 minute walk away.
 - Refreshment facilities (bring your own refreshments) – kettle, fridge and microwave.
 - Kitchen is available to hire, with full facilities including a double oven.
 - No alcohol allowed.
 - Projector, screen and hearing loop available in the main Church, but not in the other Halls.
- NO WIFI AVAILABLE**

<p><u>RICHMOND AND HILLCROFT ADULT COMMUNITY COLLEGE (RHACC)</u></p> <p>South Bank, Surbiton, KT6 6DF</p>	<p>07983 326007</p> <p>hire@rhacc.ac.uk</p> <p>www.hillcroft.ac.uk</p> <p>Talk about the seating arrangements: Board Room Style (lesser number) or Theatre Style (greater number)</p>	<p>Contact the College for Room Hire costs</p>	<ul style="list-style-type: none"> ○ <u>Street Room</u> Seats 15 – 20 ○ <u>Jebb</u> Seats 10 – 15 ○ <u>Phoebe Walters Room</u> Seats 8 ○ <u>Ashby Suite</u> Seats 30 - 60
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| <ul style="list-style-type: none"> ○ Wheelchair access to the ground floor only. ○ Disabled parking. ○ Refreshments to order. ○ Smart Board and Projector. ○ Flip Chart and Stand (marker pens not provided). | <ul style="list-style-type: none"> ○ White Board. ○ Tea / Coffee / Tap Water - £2.00 per head – additional costs for biscuits, apple/orange juice/bottled water/canned drinks. ○ Sandwiches etc. to order at a cost. <p style="text-align: center;">WiFi AVAILABLE – information given upon request.</p> |
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<p><u>THE SEARCHLIGHT COMMUNITY CENTRE</u></p> <p>Kingston Road, New Malden, KT3 3RX</p>	<p>0208 546 2837 michelle@kingstonmencap.org.uk www.kingstonmencap.org.uk</p> <p>Please ring to discuss bookings, as there is school holiday availability. On the 131 bus route and a 10 minute walk from Norbiton Station</p>	<p>Various prices ... see below</p>	<p><u>Meeting Room 1</u></p> <ul style="list-style-type: none"> ○ Seats 15 without table ○ Seats 10-15 around table ○ Access to Garden <p><u>Meeting Room 2</u></p> <ul style="list-style-type: none"> ○ Seats 10-12 without table ○ Seats 8-10 around table <p><u>Hall</u></p> <ul style="list-style-type: none"> ○ Accommodates 100 people
<p><u>Availability</u></p> <ul style="list-style-type: none"> ○ Monday: 09.00am - 3.00pm ○ Tuesday: Friday: 09.00am – 5.00pm ○ Saturday: 2.30pm – Midnight 		<p><u>Pricing:</u></p> <p>£16.00 per hour for meeting rooms (2) £13.00 for Charities £32.00 per hour for the Hall, incl. communal area £27.00 per hour for Charities</p> <p style="text-align: right;">Continued ...</p>	
<p><u>THE SEARCHLIGHT COMMUNITY CENTRE – Continued ...</u></p>			
<p><u>Resources:</u></p> <ul style="list-style-type: none"> ○ Wheelchair access and 2 x Accessible Toilets ○ Parking for 16 cars and 2 accessible parking spaces ○ Catering can be provided upon request ○ Lovely Walled Garden ○ Projector and Screen hire available ○ Flip Chart and Stand available – without marker pens <p style="text-align: right;">Access to kitchen to make refreshments</p> <p style="text-align: right;">Magic Table Sensory Projector available to hire</p>			
<p><u>WIFI AVAILABLE</u> – passwords, etc. given upon booking confirmation</p>			

UNITED REFORMED CHURCH
(RICHARD MAYO CENTRE)

Eden Street, Kingston upon Thames,
KT1 1HZ

0208 549 1888

premises@urckington.org.uk
www.mayocentre.org.uk

Visit website
for costs per
room

Seating is dependent upon the
chosen layout.

- Training Room - Seats 30
- Meeting Room - Seats 14
- The Mayo Hall - Seats 150
- Room 21 - Seats 40
- Room 22 - Seats 35
- Room 25 - Seats 40

- Prices are different depending upon the time of day:
- Full Day = 9.00am-5.00pm
- Half Day =9.00am - 1.00pm or 1.00pm - 5.00pm
- Evenings = 7.00pm - 10.00pm
- One disabled parking space
- Parking in M&S car park
- Accessible with lifts to all floors
- Kitchen to hire - separate cost
- Projector / Screen / Laptop and Microphone to hire

Ground Floor

- Meeting Room
- The Mayo Hall

First Floor

- Training Room

Second Floor

- Rooms 21 – 22 and 25
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WiFi AVAILABLE – please confirm password at the time of booking

WELCARE KINGSTON

WelCare House, 53-55 Canbury Park Road,
Kingston upon Thames, KT2 6LQ

0208 546 3258
(Mon - Thurs 09.00am - 3.00pm)

admin@welcarekingston.org.uk
www.welcarekingston.org.uk

Family-
friendly
rooms from
£10.00 per
hour

Availability

Mon – Thurs ... 3.30pm – 9.30pm
Fri – Sat – Sun... 9.00am – 9.30pm

Please ring to discuss daytime and
school holiday availability ... as
well as for further information and
to make bookings.

- Wheelchair access to ground floor
- Street parking available on parking meters from 8.30am – 6.30pm
- Multi-function copier/scanner/printer – charges for usage
- Rooms available:
 - Double Lounge/Meeting Room ... Seats 25-30
 - Café Area/Meeting Room with Outside Patio ... Seats 12-15
 - Large Children's Play Room / Meeting Room with garden access ... for 30
 - Well equipped Kitchen for cooking/teaching sessions
 - First Floor Counselling Room / Meeting Room ... Seats 4
 - Enclosed Garden with Patio – Ideal for Adults' Party.
- Access to kitchen to make refreshments.

WIFI AVAILABLE throughout the building – user name and password given upon request