

Venue Hire

**Kings Weald Community Centre,
Burgess Hill**



Get in touch:



01444 220 171



kings.weald@ageukwsbh.org.uk

Hirer's checklist

Before you book your room, there are a few things to consider:

Equipment & Facilities



What equipment or facilities do you need use of? For example, you may need tables and chairs for guests, or a projector to hold a meeting. At some centres we may be able to suggest catering for events, or the use of a kitchen to do your own catering.



Guest numbers



How many people will be attending? Our rooms vary in size so you need to ensure that the space is big enough for the number of people you anticipate will attend. We can give you a guide on the seated and standing capacity for our rooms.



Emergency contact



We will provide you with a key contact for your venue including emergency contact if out of hours hire. You will need to provide us with the details of your key nominated person.

Accessibility



AUKWSBH is striving to make all of their centres as accessible as possible but unfortunately due to the age and configuration of some of our buildings, some are still not fully accessible. Please make sure you speak to us about your requirements and double check the specific details about the venue you are hoping to hire.



Timings



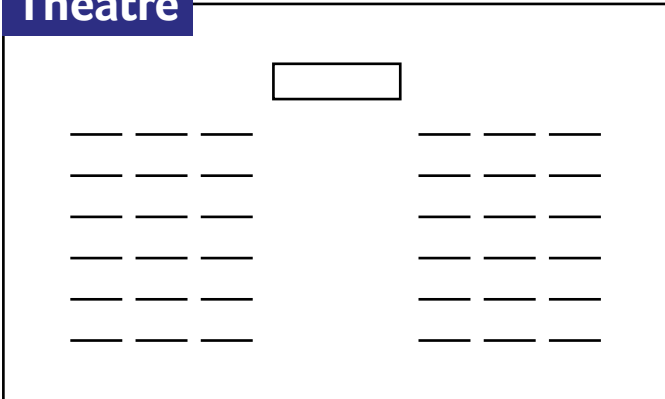
How long will your event last? This is helpful for you to work out how much the hire of the room will cost. We charge for hire per hour. We also offer long term rental agreements for office space. Don't forget to add any time for setting up or clearing away.

Room layout options

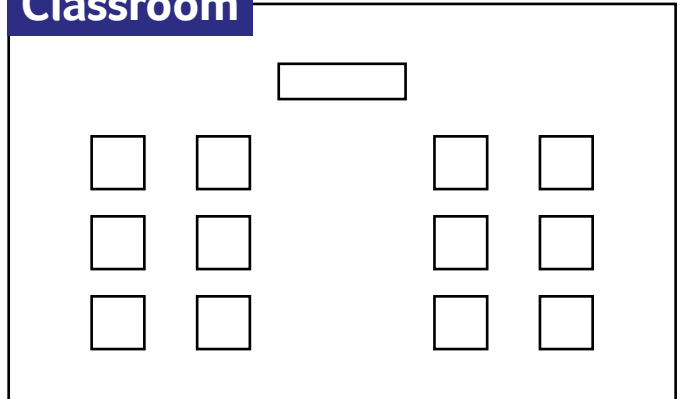
A number of room layouts are possible in our rooms – theatre, boardroom, classroom, u-shaped and cabaret etc.

The diagrams below are a guide to each layout style. Ask for the layout which is best for your event – or ask us for a layout which meets your own specific needs.

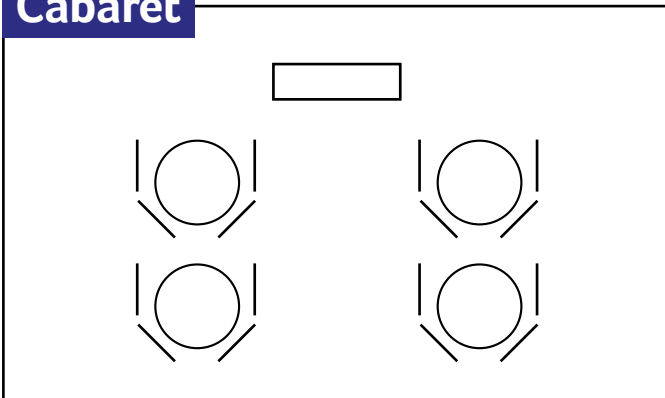
Theatre



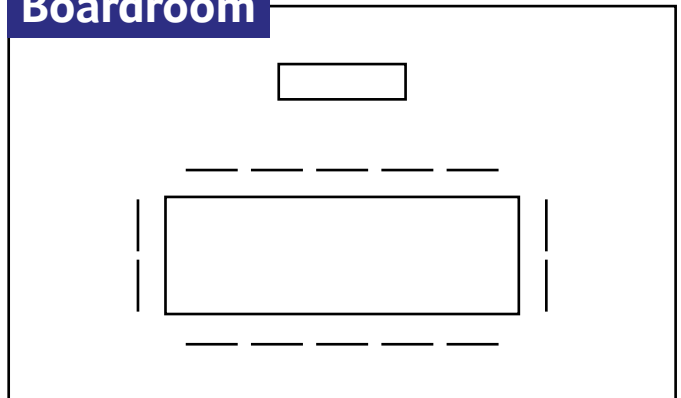
Classroom



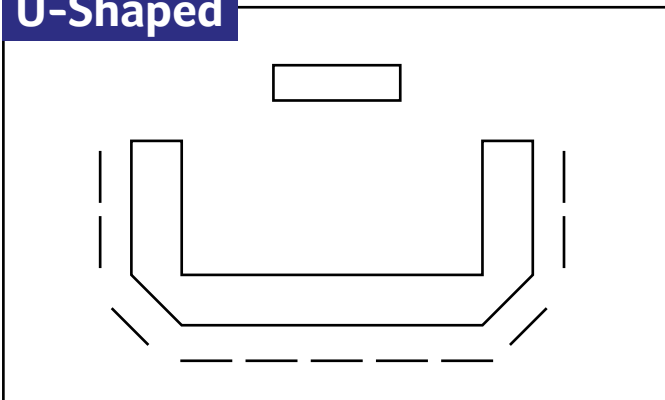
Cabaret



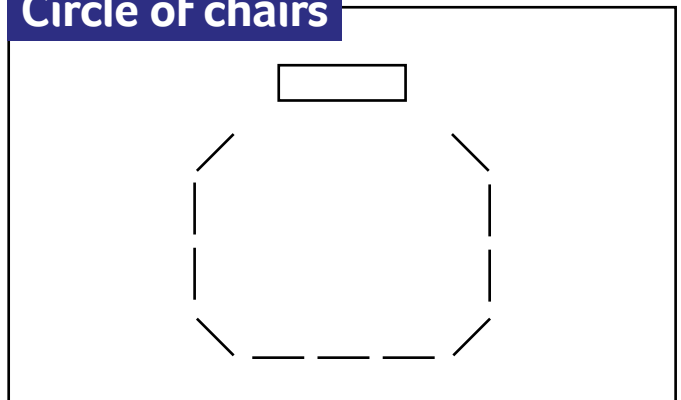
Boardroom



U-Shaped



Circle of chairs



Our locations

We currently have 5 locations with space available to hire...

Prestonville Road, Brighton



- Office space
- Large meeting room
- Activity Room
- Treatment room
- Off road car parking

The Laburnum Centre, Bognor Regis



- Kitchen
- Main hall
- Variety of meeting rooms & activity spaces
- Café open to public on weekdays
- Off road car parking

Lavinia House, Horsham



- Lounge and Main hall
- Garden room
- Treatment room
- Garden and outside terrace
- Adjacent to public car park (payment required)

**Currently
fully booked**

Kings Weald Community Centre Burgess Hill



- Dynamic sports hall
- Studio
- Activity and board room
- Public spaces and large green area
- Free car parking

Lamb House, Haywards Heath



- Self contained garden room/activity space
- Outdoor terrace and garden
- Main hall and large activity space available
- Treatment room
- Off road car parking



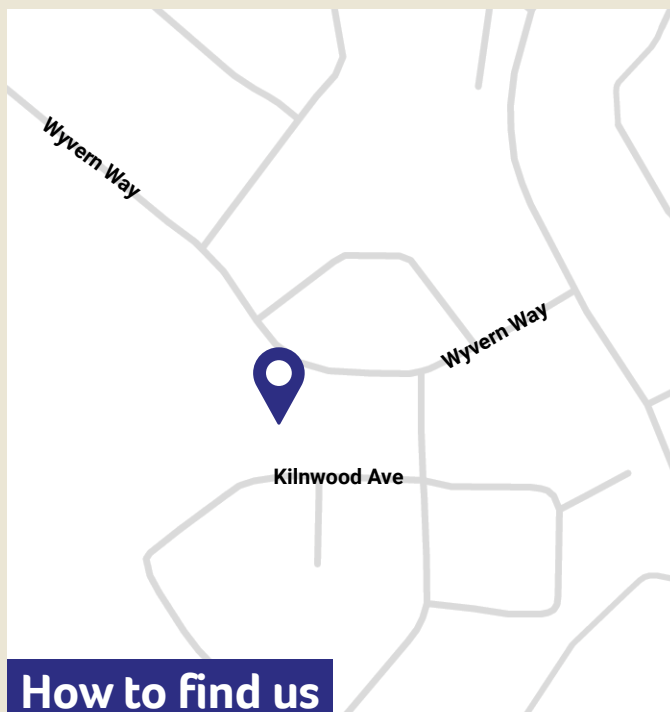
Kings Weald Community Centre Burgess Hill

The Kings Weald Community Centre is a specially created space with a public café and a range of rooms available for parties, activities and meetings.

The Kings Weald Community Centre is a short 20 minutes walk from Burgess Hill train station and has many bus links to the area. There is free car parking available, and the building is wheelchair accessible. If required, there is a supermarket nearby.

The building is light and airy, and is set over two floors and features a mezzanine. On the ground floor, there is a reception and café with a book area and interactive smart TV. Also on the ground floor is the dynamic sports hall, the activity room, and public seating space with a piano. There are also double doors which lead to a stepped terrace and large green public space.

The second floor has a board room and studio – with a secondary public lounge and balcony overlooking the green space. All the rooms have optional tables and chairs available.



How to find us

Address: 124 Wyvern Way,
Burgess Hill, RH15 0GB





Kings Weald Community Centre, Burgess Hill

Sports Hall

17.8m x 10m
(178m²)

Our bright and airy sports hall is the perfect space for your parties, events, dance classes, kids celebrations, concerts and seminars. It features dynamic sports flooring and is large enough to fit a bouncy castle or two! It has a seated capacity of 130 seated, or 32 for a fitness classes. The hire rates also include staffing and cleaning.



Toilets on both levels including disabled toilets



WiFi



Water dispenser on both floors






The area outside the Hall makes for a wonderful entrance for your event.

Kings Weald Community Centre, Burgess Hill

Board Room

8.67m x 5.5m
(47.6m²)

This is a large bright room on the second floor which is accessible via a lift. The room can be used for meetings and events.

-  Toilets on the both floors
-  WiFi
-  Projector and flip chart available

Available room layouts	
Theatre Style	30-35 people
Cabaret	30-35 people






Kings Weald Community Centre, Burgess Hill

Activity Room

8.7m x 6.55m
(56.9m²)

This spacious room is suitable for a variety of uses such as exercise, nurseries or messy activity classes for 30-35 people. It is situated on the ground floor with access to toilets. There is an additional sink and basic kitchen facilities within the room. The hire rates also include staffing and cleaning.

-  Toilets on both levels including disabled toilet
-  WiFi
-  Basic kitchen facilities within room









Kings Weald Community Centre, Burgess Hill

Studio

10m x 7.5m
(178m²)

The studio is a large, bright and airy room suitable for events and fitness classes for 30-35 people. It is on the second floor of the building with access via a lift. The hire rates also include staffing and cleaning.

-  Toilets on both levels including disabled toilet
-  Wheelchair accessible at entrance and throughout building
-  WiFi
-  Water dispenser on both floors



Age UK West Sussex, Brighton & Hove is a local, independent charity that has been supporting older people across the county for over 65 years.

We'd love your support

Our goal is to inspire and enable people in our communities to love later life.

You can help AUKWSBH in so many ways



Donate



Volunteer



Fundraise

 www.ageukwsbh.org.uk

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