



Venue Criteria Checklist - Venue Details

Venue Name: St Cedd's Community Centre

Date Of Visit: 8th May 2022

Address: St Cedd's Community Centre, Icen Way, Shrub End,
Colchester, Essex

Postcode: CO2 9EH

Hireable Hours: Saturdays from 11am - 5pm

Venue Criteria Checklist - Outside

Tick ALL That Apply

Parking Available



Easy To Locate



Outdoor Area To Use



Smoking Area



Outside Tidy And Presentable



Grass Cut



NOTES: Outside area but no designated smoking area, Carpark next to fenced outdoor area, Carpark not fenced and gates always open.

Venue Criteria Checklist - Facilities

Tick ALL That Apply

Disabled Access



Accessible Toilet



Clean And Tidy Toilets



Kitchen



Plenty of Plug Sockets



NOTES: Good clean and stocked up (toilet paper and soap) toilets, Large kitchen, Plenty of power sockets.

Venue Criteria Checklist - Food And Drink

Tick ALL That Apply

Clean Kitchen



Alcohol Allowed



Allowed To Provide Own Food



Provides Catering



NOTES: NOT allowed alcohol on site, must provide own food and drink, Hot water urn for tea and coffee to use, Plenty of space in kitchen to organise or prepare food.

Venue Criteria Checklist - Entertainment

Tick ALL That Apply

Bouncy Castle Suitable	<input checked="" type="checkbox"/>	Mobile Disco Suitable	<input checked="" type="checkbox"/>
Sweet Cart Suitable	<input checked="" type="checkbox"/>	Decorations Allowed	<input checked="" type="checkbox"/>
Indoor and Outdoor Area	<input checked="" type="checkbox"/>	Games Hire Suitable	<input checked="" type="checkbox"/>

NOTES: Venue is suitable for all types of hires and will allow a range of entertainment. Bouncy castles are charged at £10 extra due to power consumption.

Overall Impression Of Venue:

St Cedd's Hall is a great sized venue boasting a large hall with high ceilings allowing the use of bouncy castles and/or discos with ease. The hall is bright and tidy and gives a great amount of space for all types of parties. It also has a large fenced outside area if a bouncy castle was wanted outside or a great place for kids to play under adult supervision.

The large carpark allows for plenty of cars and easy unloading of stuff right to the front door.

It has great toilet facilities and has a clean modern feel, The kitchen is a great size to set up food and drinks with a serving hatch if needed, The hall also has a good amount of tables and chairs to use for food tables. The hall is disabled friendly with an accessible toilet and slope up to the entrance door. Overall a great venue to hire!

Entertainment requirements or restrictions:

Bouncy Castles require an extra £10 fee due to electricity usage

Venue Booking Requirements:

FULL payment is required at the time of booking the venue, This is only refundable at the discretion of Function One Entertainment with at least 28 days notice.

ALL terms and conditions will be emailed to the hirer and must be agreed to.