Corsham
TOWN COUNCIL

INFORMATION ABOUT THE TOWN HALL

The Town Hall is an impressive building located on the High Street in Corsham. There is one function rooms which is the main hall upstairs.

The large Town Hall, on the first floor (lift available), has floor-to-ceiling windows, making it a light and airy venue for your event. There is disabled access and all toilets are on the ground floor. It is ideal for wedding receptions, parties, performances, meetings and fitness classes.

The room comfortably accommodates:

- Seated events: 70 people (includes 10 seated at tables on the stage)
- Theatre style: 90 people
- Dancing or standing: 80 people

The Town Hall features a well-equipped kitchen, stocking cutlery, crockery, water/juice jugs, urns, larder fridge, one double hot cupboard and a large double oven where food items can be cooked and kept hot. (Please note, it is not a full catering kitchen.) The use of the kitchen is included in the hire price. We do not stipulate, or recommend, any caterers or bar companies so you are free to hire your own if you are not self-catering. **All rubbish must be removed from the Town Hall as we do not have refuse/recycling bins on site for hirers to use.**

Tables and chairs are included in the hire price. Our tables measure 6ft x 2ft 6in. (We do not provide tablecloths.)

Also included is, if required, use of our audio-visual equipment – an electronic projector and screen to which a laptop can be linked, and stereo sound system. The AV equipment is ideal for conferences, workshops, meetings, and fitness classes, or for having background music and visual displays at your event. Free WiFi is also available at the Town Hall.

Bunting and decorations can be hung from existing hook fastenings across the Hall, but new fastenings are not permitted. Naked flames – candles used for table decorations, sparklers, fireworks, etc – are also not allowed in the Town Hall, and helium balloons must be tethered at all times and must not be left to float to the ceiling as this will set off the fire alarms. In addition to the wall lights, we also have curtains of lights that can be hung at the Town Hall windows. Our regularly tuned piano is available for use at your function.

There is no specific parking at the Town Hall, but on-street parking is normally easy to find, and there are three car parks (both short stay and long stay) within very easy walking distance. The main bus stops are a 5-10 minute walk away, and railway travellers can use Chippenham Station, which is a 15-minute taxi ride. Being on the High Street means the Town Hall is ideally located for Corsham's local amenities - including a number of places to eat and drink.