

Report No. 2

Report to Town Hall and Facilities Committee 6<sup>th</sup> January 2016

Wedding Licence

1. Purpose of the report

- 1.1. To invite the committee to consider whether the current licence to hold weddings and civil partnerships in the Town Hall should be renewed.

2. Background

- 2.1. To enable wedding and civil partnership ceremonies to be held at the Town Hall a licence for the premises must be obtained from Wiltshire Council.
- 2.2. The licence is for a period of three years and the current one will expire in May 2017.
- 2.3. The cost of a licence is currently £1,600 and may be renewed subject to there being at least one year remaining.

3. Proposal

- 3.1. Two years ago the committee resolved to no longer provide the service of acting as wedding or civil partnership arranger and revert to just offering facilities hire.
- 3.2. The committee also took the view that once the wedding premises licence had expired it would not be renewed.
- 3.3. However, advance bookings for wedding ceremonies had already been taken and it was necessary to renew the licence for a further three years.
- 3.4. Since May 2014 there has been a total of 9 wedding or civil partnership ceremonies held at the Town Hall with 5 of these associated with receptions held on the premises.

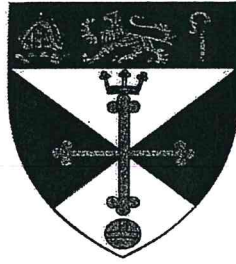
4. Financial implications and risks

- 4.1. The cost of a licence or renewal is currently £1,600 for a three year period.
- 4.2. In the event that the licence is not be renewed then no future bookings should be accepted for after the expiry of the current licence.
- 4.3. The committee may wish to consider if the absence of a licence would impact significantly upon the level of hall hire for receptions.

5. Recommendations

- 5.1. The committee is requested to consider the report and advise if the licence should be renewed at the appropriate time.

J Penfold  
Town Clerk  
9<sup>th</sup> December.2015



# MALMESBURY TOWN COUNCIL

Wedding ceremony hall hire charges are as follows:

## Monday to Friday:

The Wesleyan Hall - £180  
The Assembly Hall - £180  
The Malting Hall and Hobbes Parlour - £150

## Saturday and Sundays:

The Wesleyan Hall - £200  
The Assembly Hall - £200  
The Malting Hall and Hobbes Parlour - £170

## Bank holidays :

The Wesleyan Hall - £250  
The Assembly Hall - £250  
The Malting Hall and Hobbes Parlour - £220

A 20% non-refundable deposit is required to secure your booking

\*These prices include the set up and take down of the Hall to the Bride and Groom's specification.  
If the Ceremony is to take place in either the Assembly Hall or the Wesleyan Hall, the provision of the Hobbes Parlour for the legal interviews between Registrar(s) and couple's is included within the above prices