

# Mawgan Recreation Hall

## Committee

**Chair vacant**

**Treasurer**

**Colin Chapman**

01326 221648

**Secretary**

**Dot Spragg**

01326 221127

**Bookings**

**Becky Jewell**

01326 221836

## Committee members

**Jacqui Laity (minutes secretary)**

**Pearl Merton (notice boards)**

**Stuart Richards (Bingo)**

**Don Thompson (estates officer)**

**Julie Lock (stock management)**

This hall is intended for;

"...meetings lectures, classes and other forms of recreation and leisure time occupation with the object of improving the condition of life of the said inhabitants."

Extract from the Title Deeds.

## Hall Charges

These charges are from  
September 1st 2015

Hall sessions are as follows:

8.00am to 1.00pm

1.00pm to 6.00 pm

6.00pm to 10.00pm (later by arrangement)

### Residents of the parish

£20 per session

£40 for full day.

Set-up time if available £5.

### Non residents of the parish

£25 per session

£50 per day

Other charges apply for early until late.

Set up time (if available) £5

Use of hall + playing field by arrangement.

*The committee reserves the right to adjust the fees charged to groups of senior citizens and those local groups who have a history of regular and frequent bookings.*

### **Please note:**

**No ball games are allowed in the Hall**

**No children allowed in the kitchen when it is in use.**

**No notices to be attached anywhere in the War Memorial Grounds or on the railings.**

**Thank you!**

## WELCOME

**Information**

**for**

**users of the hall**

**Mawgan Hall**



Address:

Higher Lane, Mawgan. TR12 6AX

Charity No. 287549.

## Main Hall

None of the lighting is charged on the meter.  
Please do not waste electricity!  
Turn off when you leave!  
Thank you!

### Lights

Switches by the front entrance and in the kitchen (to the right of the hatch when you are facing it).

### Heaters

Three heater controls: each control operates two opposite heaters. These switches work like dimmer switches and for small groups you should not require all of the heaters on at once.

Main hall heaters require £1 coins in the meter located inside the wall cupboard in the kitchen. (See diagram.)

### Entrance

Porch light switch is in the porch.  
Outside security lights are automatic.

Alarm for disabled users is the red chord pull in the ladies' toilet. To re-set after use, press the reset button in the hall.

Broom for hall floor is in the tank cupboard by the showers. Dustpan is under the sink in the kitchen.

**For your safety, please indicate to your group the fire exit at the rear of the building. Outside extra lighting is operated from inside the porch. Please remember to switch off before you leave.**

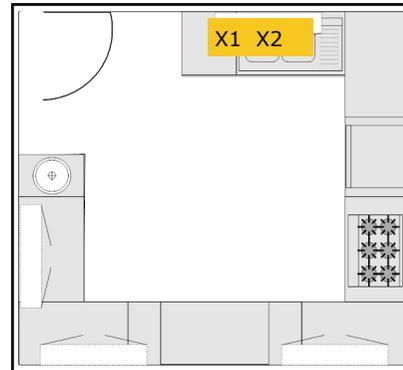
## Kitchen

Location of meters for hall.

X1 Heaters

X2 Power

£1 coins only



### Water Heaters

**All water heater switches are left on, please do not turn off.**

Fridge can be turned on at the wall. Please turn off after use, and leave the door ajar.

Cupboards are marked with contents: please place cups etc back in the correct cupboard.

Cleaning materials are under the main sink.

Mains water tap is in the lower cupboard left of the hatch, and housed on the outside wall.

Hall loft fan should only be used if there is heavy condensation in the hall: switch is with hall light switches in the kitchen.

Cooker instructions can be found on the laminate sheets in the second drawer to left of sink.

Please report accidents or breakages to one of the committee members. An Accident Book is in kept in the kitchen drawer.

We would also request that plastic or paper cups and plates are used outside. Thank you.

## Rear Rooms

**The shower room is no longer in operation: please do not use.**

### Rear Rooms

This space is divided into two areas.

Wall heaters are operated from the switch behind the door. The heater meter is in the wall cupboard by the window.

The shower room is not in use except for committee storage. This area will become a storage area for hall-users in the near future.

The small multipurpose room with floor covering can be used by any hall user groups.

**The rear door is a fire escape: do NOT block this exit from the hall at any time**

### Please note

Tea-towels are not provided.

Bin bags are in the bottom drawer of the sink unit. Please take all rubbish away with you (a £5 charge will be levied if this is not done) and ensure all lights are switched off and the doors are secure when you leave. Thank you!