

Room Hire

Venue hire for functions, meetings and events from 6 to 60 guests, at 3 different locations across North Devon.



Welcome

At North Devon Hospice we have spaces available for hire throughout the year, which are suitable for a wide variety of uses.

These spaces can be hired with or without additional services, such as catering, and all of the rooms are private, so you can be sure to have a smooth and professional experience throughout.

The following pages contain information about each of our available spaces, as well as some frequently asked questions.

If you would like any further information please do not hesitate to get in touch with us (contact details below).

Best Wishes

Donna Matthews

Head of Facilities

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Deer Park

Newport, Barnstaple, EX32 0HU

Deer Park is our primary location, and we have many spaces of varying size available for hire, to suit various uses, from functions and conferences to small meetings and interviews.



The Magnolia Room

Capacity	45 people seated
Dimension	9.1m x 5.5m
Best for	Large meetings, functions and training events
Rates for hire	First hour of rental at £18 and consecutive hours at £9 each
Where	Diana Wing, Deer Park, Barnstaple, EX32 0QA

Description

The Magnolia room is a large, light and inviting space, with beautiful views over our Magnolia Garden, on to which the room opens out from french doors, creating a bright and inviting setting for a variety of events and uses.

This room is equipped with Wi-Fi, an overhead Projector, flip chart and hearing loop and can accommodate a range of meeting layouts from theatre style to board room style.



The Oak Room

Capacity	32 people seated
Dimension	7.4m x 5.1m
Best for	Meetings and training
Rates for hire	First hour of rental at £18 and consecutive hours at £8 each
Where	Lower ground floor, Bedded unit, Deer Park, Barnstaple, EX32 0QA

Description

The Oak room is our board room, and lends itself perfectly to meetings and a training venue. This room is located in a quiet and private area of the hospice, with views onto our main garden area.

It is equipped with Wi-Fi, an overhead projector and flip chart.



The Terrace Café

Capacity	45 people seated
Dimension	10.6m x 10.52m
Best for	Large meetings, functions and training events
Rates for hire	First hour of rental at £22 and consecutive hours at £11 each
Where	Deer Park, Barnstaple, EX32 0QA

Description

Our Terrace café is open to the public daily and can also be hired for events. The Terrace Café has beautiful views over our gardens and opens out onto a spacious decking and patio area which further takes advantage of the stunning gardens here at Deer Park.

The Terrace Café can accommodate up to 45 people seated and 60 people standing and has access to Wi-Fi.



Meeting Rooms

Capacity	6 people seated
Dimension	Various
Best for	Private meetings and interviews
Rates for hire	First hour of rental at £13 and consecutive hours at £7 each
Where	Deer Park, Barnstaple, EX32 0QA

Description

We have several small meeting/interview rooms that provide a quiet space with privacy and are suitable for a between 2–6 people.

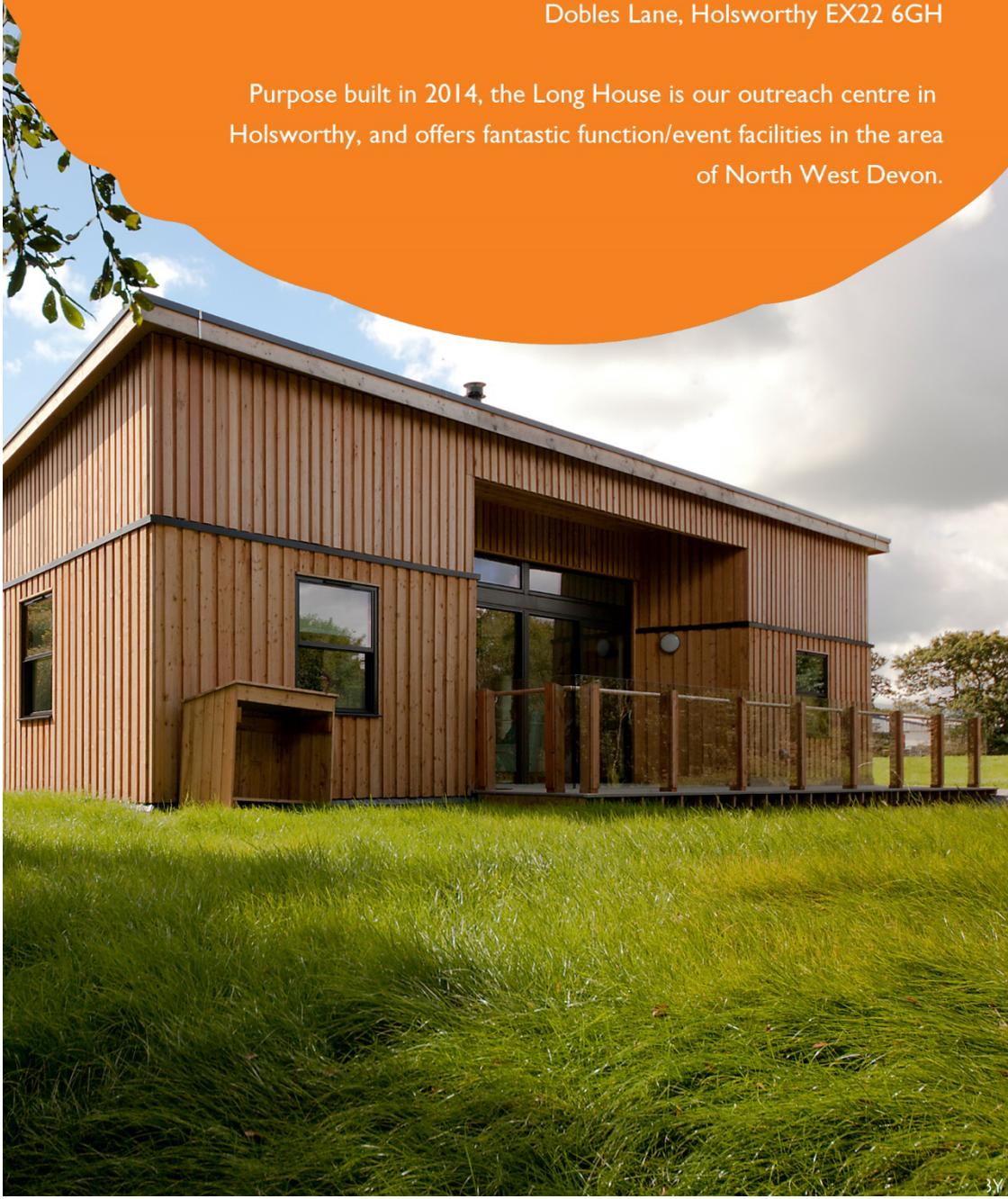
These rooms lend themselves best to private meetings or interviews and are equipped with Wi-Fi and data points.



The Long House

Dobles Lane, Holsworthy EX22 6GH

Purpose built in 2014, the Long House is our outreach centre in Holsworthy, and offers fantastic function/event facilities in the area of North West Devon.



The Bradbury Room

Capacity	45 people seated
Dimension	9.1m x 5.5m
Best for	Meetings and Training
Rates for hire	First hour of rental at £18 and consecutive hours at £9 each
Where	The Longhouse, Dobles Lane, Holsworthy, EX22 6GH

Description

Our outreach centre, The Longhouse, in Holsworthy, was purpose built in 2014, including a modern, inviting meeting room, which can hold 45 people seated.

This room is equipped with Wi-Fi, an overhead Projector, flip chart and hearing loop and can accommodate a range of meeting layouts from theatre style to board room style.



The Longhouse building

Capacity	60 in total
Dimension	Whole building
Best for	Large functions and conferences
Rates for hire	First hour of rental at £28 and consecutive hours at £17 each
Where	The Longhouse, Dobles Lane, Holsworthy, EX22 6GH

Description

The entire building can be hired on a Monday, Friday or any weekend day, for either an all-day event.

The total space available includes the Bradbury room (see page 10) as well as a spacious open social area with log burning fire and also 4 small one-to-one meeting rooms.



Catering Options

Our fantastic, in-house team, at the Terrace Café, can organise a wide range of refreshments and catering options using their home-grown fruit and vegetables. It is important to pre-book, so please let us know at the time of booking whether you would like any catering options added to your booking.

Light Refreshments

Tea or coffee, served with a slice of cake	£3.50pp
Tea or coffee, served with biscuits	£2.50pp
Tea or coffee	£2.00pp
Water or juice	£1.50pp

Lunch options

We can also provide lunches from our delicious Terrace Café lunch menu. Please see the next page for our full lunch choice menu.

Dietary requirements and allergies

We can cater for all dietary requirements and accommodate allergies, please inform us of any dietary requirements or allergies of any member of your party at the time of booking.



catering@northdevonhospice.org.uk | 01271 344248



1. Selection of Sandwiches
Crisps
£4.50 pp

2. Selection of sandwiches
Sausage rolls and cheese & onion rolls
Crisps
£5.50 pp



3. Selection of sandwiches
Sausage rolls and cheese & onion rolls
Crisps
Tray bake cake
£6.50 pp

4. Selection of sandwiches
Sausage rolls and cheese & onion rolls
Crisps
Fruit platter
£7.00 pp



5. Selection of sandwiches
Sausage rolls and cheese & onion rolls
Crisps
Tray bake cake
Fruit platter
£8.00 pp

Choose from our most popular buffet packages, Alternatively please call for a chat to discuss a bespoke menu for your party, function or event.



Allergies. Please call us to discuss any allergies or dietary requirements.

Frequently asked questions

Is there any parking?

Parking facilities are available on site at all locations however can be very busy and we ask, if coming from a single departure point, to car share when possible.

Can you provide refreshments and catering?

Yes. Please see pages 10-11.

What do I need to do upon arrival to the site?

Having arrived on site we would ask you to make your way to reception at the main entrance. Here you will be signed in and given directions to your space. We ask that the event organiser sends a delegate list to the Reception team prior to the event.

Can you provide a flip chart for the room?

Yes, we can provide flip charts as well as other pieces of equipment, including an overhead Projector.

Can you provide IT facilities?

Yes. We have Wi-Fi available for all rooms. This can be accessed from your own devices (your devices must have a valid PAT certificate), or alternatively we can furnish the room with devices and a temporary log-in to our system. Either of these options can then give you access to our projectors.

Are your facilities accessible by all?

Yes, all of our sites are accessible by all, with disabled parking bays and toilet facilities. Our doorframes are standard wheelchair size but we are able to accommodate specialist wheelchairs with different specifications if notified prior to your event. Please feel free to contact us and we'll be happy to discuss your requirements.

What should I do in case of an emergency?

Upon hearing a siren, please evacuate the building through the nearest fire exit and make your way to the fire assembly point. A copy of our emergency procedures and a map of the fire assembly point will be made available to you upon your booking being placed.

Need more information?

If you'd like to find out more about hiring a room, please
get in touch with us at:

roomhire@northdevonhospice.org.uk

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