

Room Hire at *Follaton House*



Comfortable, fully-equipped rooms in
a Grade II Listed Building set within
picturesque landscaped gardens

Follaton House is the headquarters for South Hams District Council.

Well equipped rooms within the complex make it

the ideal venue for organisations to have meetings, training events, weddings and other functions.

All rooms are available with audio visual equipment.



The air conditioned **Council Chamber** has seating for 70 people and is suitable for large formal meetings, presentations or training events. In addition it is furnished with state of the art, built in audio visual equipment.

Day £100 **Half Day** £75 **Per Hour** £25

All costs are exclusive of VAT



The ornate and decorative **Repton Room** would make an ideal setting for a meeting for 30 - 40 people depending on the seating layout (boardroom or cinema style)

Day £100 **Half Day** £75 **Per Hour** £25

All costs are exclusive of VAT



The traditional **Cary Room** is ideal for meetings or events seating up to 50 people, depending on the seating layout.

Day £100 **Half Day** £75
Per Hour £25

All costs are exclusive of VAT



The less formal **Dining Room** can offer accommodation for 15 to 20 people for meetings or training events depending on the seating layout.

Day £80 **Half Day** £50
Per Hour £20

All costs are exclusive of VAT



Use of the Gardens

Why not use the beautiful gardens to host that special event? You can put up a marquee in the grounds, which would make an idyllic setting for wedding receptions, corporate launches, open air theatre etc. Charges are variable depending on the size of the party. (Any insurance liability will have to be met by the event organisers)



Times

All of the rooms are available from Monday to Friday during normal office hours up to 5.00pm. The Cary and Repton rooms are also available for weddings from Monday to Saturday.

Other Information



Refreshments and food are available from the on-site caterers, Follies Café. They will be delighted to meet your requirements, ranging from tea and coffee with biscuits to sandwiches and finger buffets delivered to your meeting room.



All rooms are accessible for those with disabilities. The Council Chamber and Cary Room have a hearing loop system, and a portable loop system is available for use in the other rooms. A wi-fi facility is available in the Repton, Cary and Dining Rooms.

How do I make a Booking?

To book a room, please contact the Council:

Online Booking Form: go to **www.southhams.gov.uk** and click on the link to 'Book a room at Follaton House'

Telephone: **01803 861273**

Email: **rooms@southhams.gov.uk**

Payment

Invoices will be raised to cover all aspects of your booking just after your event. Payment is strictly within 30 days of the invoice being received. *(Please note the cancellation policy which is available to view on the website).*

South Hams District Council, Follaton House,
Plymouth Road, Totnes, Devon TQ9 5NE