

Follaton House

Conference Facilities



Conference Suites and Meeting Rooms

South Hams District Council has a range of meeting rooms and suites available for hire, and provides an ideal venue for hosting a wide range of events.

The offices are conveniently located in beautiful grounds, just outside the busy market town of Totnes and a short drive from the A38 Devon Expressway.

Rooms available for hire include the Council Chamber, which holds up to 93 people, as well as a further four rooms of varying sizes. Hourly rates start at just £15, and all rooms can be booked for full days or half days. Special rates are available for repeat bookings.

Rooms are equipped with audio/visual equipment, and our friendly staff are on hand to welcome your guests, as well as assist with your presentation, multimedia and AV needs. A full range of catering is available.



Room Facilities include:

- Dedicated Wi-Fi.
- Meet and Greet and excellent Customer Service.
- Assistance setting up your technology.
- Lobby area outside Council Chamber, Cary Room and Repton Room.
- Induction hearing loop system available in the Council Chamber and Cary Room (free to use).
- Free on-site parking.

For a small additional charge we can also provide:

- AV equipment – projectors, screens, microphones and laptops.
- Refreshments including tea, coffee and biscuits.
- Catering menu for lunches and larger menus.



Our meeting rooms can be pre booked for:

- Conferences
- Exhibitions
- Meetings
- Training seminars
- Product launches
- Special Events
- Lectures



Venue Hire Rates

Council Chamber

Full day	£100.00
Half day	£75.00
Hourly rate	£25.00

Nash Room

Full day	£60.00
Half day	£30.00
Hourly rate	£15.00

Cary Room

Full day	£100.00
Half day	£75.00
Hourly rate	£25.00

Equipment

(Including ICT setup)

Laptop	£30.00
Projector	£30.00

(Screens included)

Microphones	£20.00
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(Council Chamber only)

Repton Room

Full day	£100.00
Half day	£75.00
Hourly rate	£25.00

Catering

Tea/Coffee

Plate of Biscuits

Sandwiches

Finger buffet

Cakes

(Prices available on request)

Dining Room

Full day	£80.00
Half day	£50.00
Hourly rate	£20.00

To book a room, please complete the Room Booking form on our website, or email sw-rooms@swdevon.go.uk