

Westhope Village Hall Funeral Teas

We look after every aspect of your day, providing crockery, cutlery, napkins, linen tablecloths and a choice of 3 buffet menus.

Specific dietary needs must be made at the time of booking. We try hard to fulfil special requests but cannot guarantee to do so.

We can accept bookings for a minimum of 25 and a maximum of 100 people

Our Village Hall is run by unpaid volunteers, so we do not charge for staff costs

Facilities at Westhope Village Hall

Free Car Park for up to 40 vehicles

Parking on the adjacent narrow road is strictly prohibited

Disabled access and toilets

Baby Changing Facilities

Mobile Screens for photos and memorabilia

Fully Licensed Bar

- **Due to intermittent internet coverage, we may not be able to accept card payments**
- Please let us know at the time of booking if you wish to add a prepaid bar tab
- We have limited stock, so please advise if you have additional requests such as bottles of Prosecco for toasts

Audio Visual Facilities

- We have an installed projector and screen with a sound system including microphones and hearing loop
- Please let us know if you wish to make use of these facilities and we will endeavor to accommodate your request
- **There will be an additional charge of £40**

Costs

- Hall Hire: £15 per hour or part thereof
- Audio Visual Facilities: £40
- Menu 1: £7.50 per person
- Menu 2: £10 per person
- Menu 3: £12.50 per person

Contact Details

WesthopeVillageHall@protonmail.com

07860 447397

Charity number: 522585

Menu One £7.50 per person

Freshly made sandwiches. Choose up to six different fillings from the following:

Cheese & Onion	Coronation Chicken	Ham & Tomato
Cheese & Tomato	Egg & Cress	Salmon & Cucumber
Chicken & Stuffing	Ham	

Selection of homemade cakes

Various Nibbles Selection

Tea, Coffee, Fruit Juices

Menu Two £10 per person (Menu One plus items marked with *)

Freshly made sandwiches. Choose up to six different fillings from the following:

Cheese & Onion	Coronation Chicken	Ham & Tomato
Cheese & Tomato	Egg & Cress	Salmon & Cucumber
Chicken & Stuffing	Ham	

Quiche, Sausage Rolls, Pigs in Blankets*

Selection of Homemade Cakes

Various Nibbles Selection

Tea, Coffee, Fruit Juices

Menu Three £12.50 per person (Menu One plus items marked with *)

Freshly made sandwiches. Choose up to six different fillings from the following:

Cheese & Onion	Coronation Chicken	Ham & Tomato
Cheese & Tomato	Egg & Cress	Salmon & Cucumber
Chicken & Stuffing	Ham	

Quiche, Sausage Rolls, Pigs in Blankets*

Pork Pie, Chicken Drumsticks*

Scones with Jam & Cream*

Selection of Homemade Cakes

Various Nibbles Selection

Tea, Coffee, Fruit Juices

Westhope Village Hall Funeral Tea Booking Form 2026

Name

Phone Number

Address/Email

Number of Guests

Date and time of Booking

Length of Booking (£15 per hour or part thereof)

Menu Choice (please tick)

- Menu 1 £7.50 per person
- Menu 2 £10 per person
- Menu 3 £12.50 per person

Will you require the bar to be open? Y/N

- Do you require additional bottles of Prosecco or soft drinks for a toast?
- Prepaid Bar Tab if required and amount £

Due to intermittent internet coverage, we may not be able to accept card payments

Sandwich Fillings (please tick up to 6)

- Cheese & Onion
- Cheese & Tomato
- Chicken & Stuffing
- Coronation Chicken
- Egg & Cress
- Ham
- Ham & Tomato
- Salmon & Cucumber

Dietary and Special Needs Requests

- Please include specific dietary requests plus number to be catered for

Audio Visual Requests £40

Terms and Conditions

1. Deposits*

25% deposit of your total bill will be needed to secure your booking.

Bookings are for a minimum of 25 people and maximum 100 people.

2. Final Payment

Payment for the balance of your booking must be made no later than 7 days after your event.

3. Amendments / Cancellations

3a. Change of Date

There is no additional charge if you wish to amend your booking, provided that a minimum of 7 days' notice is given and that we can accommodate the new date.

The deposit paid can be held until a new date is booked if the new date is no later than 3 weeks after the original date.

3b. Change in Numbers of Guests

If you wish to change the number of people attending, please provide a minimum of 5 days' notice.

We will try to accommodate a request for increased numbers, but this will be dependent on available staff.

3c. Cancellation

Deposits are fully refundable provided a minimum of 5 days' notice is given.

4. VAT

We are not VAT-rated so all prices are as stated.

5. Dogs

Well-behaved dogs are welcome at Westhope Village Hall.

Dogs must be kept on a lead whilst on Westhope Village Hall property. There are cattle and sheep in the adjacent fields, so please ensure dogs are always kept under full control.

6. Arrival & Departure Times

The Village Hall will be open and ready for you 30 minutes before your booking commences.

We may be able to accommodate an extension to your booking on the day at £15 per hour (or part thereof) subject to the Hall being available.

7. Special Requirements

Please advise us well in advance of any specific dietary needs, mobility issues, or other specific requirements you may have.

Whilst we will try hard to fulfil special requests, unfortunately we cannot guarantee to do so.

Failure to comply with special requests, unless specifically agreed beforehand, will not constitute a breach of contract.

**Some Funeral Directors may handle all the booking details and payments on your behalf*