



2019-20 Handbook



A WARM WELCOME TO ALL

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Welcome to the Madeley Centre

The Madeley Centre extends a warm welcome to all individuals, families and groups who wish to make use of our facilities.

We benefit from having a modern, well-equipped community centre in the heart of our rural village of Madeley in North Staffordshire. It has an eco-friendly building which uses solar panels to generate electricity and heat water. Heat-pumps draw energy from the ground to provide heating and rainwater is harvested for use within the building.

The Centre hosts a wide variety of community educational, leisure and social activities. There are rooms to hire for meetings, away-days, conferences, family parties, weddings, funerals and baby naming. Our attractive café is a pleasant place to meet friends for coffee or afternoon tea and the in-house caterer offers a tasty range of food and beverages for all occasions, including a licensed bar for functions. The Centre hosts regular music concerts and shows, seasonal fayres and a wide variety of other events run by local organisations.

EXHIBITIONS

Art Wall

Beth Wyatt Telephone: 01782 372419 or 07803 002467

Email: bj.wyatt@btinternet.com

In the foyer of the Madeley Centre we hold regular art exhibitions. If you have paintings or photographs that you would like to have considered for display please contact Beth Wyatt, the exhibition organiser.

GROUPS AND ACTIVITIES

Boot Camp

Amy Hunt 07807973583 amyhuntpt@gmail.com

Mornings: Monday 11am and Wednesday 9:30am

Evenings: Monday 5:30pm and Friday 6pm

With vast experience in the fitness industry including weight loss, strength and conditioning, as well as work on injuries and medical conditions I am offering a mixed ability group exercise class with a full-body circuit-based workout, focusing on weight loss and toning. Weighing and measurements and macronutrient-based food plan included in some packages.

Darby and Joan Club

Renia Morris 01782 750694 reniamorris42@gmail.com

Derek Lovell 01782 750685 derek.lovellt21@btinternet.com

We enable our members to meet old friends and make new acquaintances in a socially friendly atmosphere. We meet fortnightly on Tuesdays from 2 to 4pm, where we play some bingo, have raffles and chat. We arrange trips out for meals, shopping, days at the seaside, coach holidays and Christmas lunch. We welcome new members. Please come along. The first session is free. Membership is £2 a year plus £2 at each meeting.

Indoor Bowls

Kath Elms 01782 751132 kathelms@btinternet.com

We have an active group of indoor bowlers who play weekly in the Hall on Mondays from 1.30 to 3.30pm (October to March).

Jem & Pearl's Line-Dance Club

Joyce Plaskett (IDTA Qualified, 5 x European and 2x World Dance Champion) 07951 833251 joyce.plaskett1@btinternet.com

I have been teaching line dancing at Madeley for three years. Originally the class was for absolute beginners, but the group has progressed to improver level. Line dancing is extremely good for memory, and a gentle way of keeping fit. We dance to all genres of music, including country, Latin, pop, Irish and hip-hop. It is for all ages. The class is held every Tuesday afternoon between 2 and 3pm in the main hall. The cost is £3.50 per lesson and there is no need to pre-book.

Jiggletots

Debbie Cartlidge 07967 095459 cartlidge1@icloud.com

Our sessions enable you and your little jiggle to have fun together by taking part in interactive activities including light shows, parachute play, baby sign and other active exercises. We meet from 1.30 to 2.30pm on Wednesdays. The cost is £3 for the first child and £1 for additional children.

Jill Clewes' Academy for Theatre Arts

Jill Clewes 01782 631895 jill.clewes@aol.co.uk

This Academy is a well-established studio with over 50-years' experience in providing theatre training for pupils of all ages and abilities. We have many pupils who achieve professional careers while, at the same time, we encourage pupils to reach their personal goals. Class times at Madeley are as follows:

Pre School Dance (for Children age 2 1/2 to 4 Years) Monday 4:00-4:40pm and Friday 11:40am to 12:20pm £5.00 per Session.

Little Bear Feet (for Children 18 months plus) Friday 11:00-11:40am £4.50 per Session. Come and sample a class FREE OF CHARGE.

Keikobasku Karate

Dave Bowler 07984 482264 keikobasku@hotmail.com

Website : www.keikobasku.co.uk

Learn Karate from the age of 5 to adult from a full-time instructor, Dave Bowler (8th Dan), with over 42 years of experience. Beginners are always welcome. The first 4 lessons are free. Karate improves fitness and health. Children learn self-defence safely and improve self-confidence. We offer family discounts.

Classes: Children Wednesdays 6-7pm, Thursdays 5-6pm;
Adults/Teens Thursdays 7-8pm.

Kung Fu

Jason Morgan 07739397642 jason_morgan_12@hotmail.com

Website: www.fyskf.co.uk

Fung Yang Sau Kung Fu still retains its Taoist origins from its 'roots' in Feng Shou, the ancient 'Li family' style, reputedly over 2000 years old. It's a great way to learn self-defence and build confidence. Kung Fu is one of the best ways to exercise, for everyone, young or old, male or female.

Classes are every Monday 7-8pm. First lesson is free.

Little Honey Bees

Amanda Wintle 07399 517728 Littlehoneybees2019@yahoo.com

Little HoneyBees offers friendly, fun and stimulating sessions for parents and carers with babies and toddlers. We are term-time only and will be providing the following sessions: Play and Stay, Let's Bee Messy and Play and Learn. Each session is £3.00 and £1.00 extra for each sibling. In February 2020 we will be opening a pre-school which will offer term time only sessional places for 2, 3 and 4-year olds.

Madeley & District U3A

Chair: Hilary Hurd h.hurd@keele.ac.uk 01782 750338

Membership: Glenda Miller g.miller5@btinternet.com 01782

752556 **Website:** <https://madeleydistrictu3a.wordpress.com/>

U3A is a charity run by volunteers. Set up for semi-retired and retired people, we welcome people of any age. Most events are on daytime weekdays. A few are in the evenings. Annual membership is £12.50. You pay £2 for Centre-based sessions and £1 for outside events. Our current activities include: amblers (morning walks), art appreciation, fiction & non-fiction book groups, card & board games, coach trips, croquet, digital world, discussion, family history, French refreshers & improvers, French reading, local outings, military history, natural history, painting & drawing, philosophy, photography, ramblers (all-day walks), recorders, sewing, patchwork & quilting, Spanish beginners & refreshers, table tennis, t'ai chi chuan, poetry, tennis, dining & lunch club, quiz night. For full details are in the U3A Handbook and on our website above.

Pepper Street Performing Arts

Ali Spender 07966 279003 pepperstreetperformingarts@hotmail.com

Websites: www.pepperstreetperformingarts.co.uk

www.facebook.com/pepperstreetperformingsarts

Pepper Street Performing Arts is a North-Staffordshire-based performing arts delivering opportunities for all ages and abilities. We pride ourselves on being family friendly, always ensuring we are accessible in how classes are run and their cost. We have a funding arm, Pepper Arts Community Trust, which enables us to often subsidise the cost of participating. As well as being the first experience many people have of performing arts, the majority of our "Peppers" perform with us in local, regional and national opportunities in music, dance and drama and many achieve

accreditation through national examining bodies such as LAMDA, ASRSM and RSL. Sing, Dance, Act, Perform, Achieve with Pepper Street Performing Arts through: Adult & Junior Choirs, Tweenie & Junior Glee Clubs, Musical Theatre, Modern Dance, Dance Fitness, Pre-school Music, 1-1 Lessons in Singing & Acting.

Pilates

Michelle Landon 07881 582597 info@friendlygym.com

Pilates aims to strengthen the body in an even way, with particular emphasis on core strength to improve general fitness and well-being. Pilates teaches awareness of breathing and alignment of the spine, head, neck and shoulder blades. It incorporates strengthening of the deep abdominal muscles, which are particularly important to alleviate and prevent back pain. These weekly classes progress at a pace suitable for all levels and, as time goes on, members will begin to enjoy the benefits and relaxation of Pilates. 9.30-10.30 Monday, Tuesday and Friday, 6.30-7.30pm Wednesdays.

Slimming World

Dawn Bainbridge 07763 418132

We meet on Thursdays at 5.30 and 7.30pm. As soon as you walk through the doors of our Slimming World group, you'll get a warm welcome from me, your Consultant, and from fellow members. I will tell you all about Slimming World and how our Food Optimising plan works. We work together to achieve your goals.

SOSA Fitness

Ann 07837 880259 ann.ej@hotmail.co.uk

SOSA Dance Fitness is completely unique, using authentic dance steps from Salsa, Latin, Ballroom to create one fantastic fusion of dance fitness. Our classes are fun packed, high energy and low impact, providing a safe and effective programme suitable for all shapes, sizes, ages and abilities. £4.50 per class. First Class free.

St Thomas More Sailing School

Malcolm Jennings 07802 208090 info@stmss.co.uk

St. Thomas More Sailing is a RYA Training Centre that has been offering Royal Yachting Association (RYA) Shore-based Training Courses in this area for over 20 years. It provides a comprehensive package that covers more than just the RYA syllabus, giving you the knowledge to sail safely and with confidence. Courses are both in the classroom and on-line with Marine Radio Assessments every month at The Madeley Centre. Instructors provide you with the support, training and advice you require to enjoy your time out on the water.

Tea Dance

Michael Allman 01782 751400

We hold a tea dance every Sunday afternoon from 2 to 4pm. Please come along and join us for a very sociable afternoon, where you can dance or sway to the music and improve your mobility and fitness.

Yoga

Yvonne Bradley 01782 750178

Yoga can help you to improve your physical health, tone your muscles and internal organs, relieve inner tension, reduce weight and strengthen your bones. But it not only works on your body, it also guides you towards relaxation and shows you how to become more balanced, centred and calm. It is a whole-life philosophy that teaches that attaining control over the body is the key to controlling the mind. Mastering the art of relaxation and learning how to breathe 'properly' are two of the most important aspects of yoga. Once you have mastered these skills, you will experience a positive, healthy outlook on life. Each week on Monday from 7-8.30pm and Thursday from 10-11.30am.

Youth Club

Amy Hunt 07807 973583 amyhuntpt@gmail.com

Fridays from 4:30pm £2 per session

Our Youth Club is a fun and relaxed environment with a mixture of fitness, sports and games as well as a place for having a chill and chat with mates for children aged 10-16.

Leader has a PE Teaching and Coaching Degree, Football Coaching Level 2, Netball Coaching Level 2, Full DBS, Child Safeguarding and First Aid.

Zumba Fitness

Julie Clarke 07833 616163 julieclarke73@hotmail.co.uk

Every Tuesday 7-8pm in the main hall. Move that body to various zumba tracks (hip-hop, soca, samba, salsa, merengue and mambo). Also dance away to old and new chart music. The routines involve aerobic movements with some squats and lunges. Classes are for all abilities, including beginners, so you can take it at your own pace. It is £4 per one-hour class and every 7th session is free. If it's your first time, please allow a few minutes before the start of the class to complete the health readiness questionnaire. Come and join the fun and get a great workout at the same time!

CENTRE ORGANISED EVENTS

Car Boot Sales

June or Michael Dale 01782 751194

We hold monthly *indoor* car boot sales in our main hall. It is a very popular event and gets booked up very quickly, so tables need to be reserved in advance.

Centre Open Day

We hold an annual Open Day in September each year where members of the community can find out about the various activities on offer at the Madeley Centre. On the day we provide:

- Displays and presentations by groups that use the Centre.
- An opportunity to sign up for activities to fill your Autumn and Winter days and evenings.
- Tours of the Centre by volunteers to see our wonderful facilities: Large Hall, Meeting Rooms, Children's Centre, Charity Shop, Nail Bar, Internet café, Police, Post Office
- Light refreshments

Music at the Madeley Centre

Organiser: Steve Hurd stevehurdmrcc@gmail.com 07773 972601

Tickets: Madeley Centre Office finance@madeleycentre.co.uk or madeleycentre@gmail.com 01782 751808

Programme: www.madeleycentre.co.uk/whats-on/music

The Madeley Centre has been described as the “*up and coming music venue of North Staffordshire and South Cheshire*” (Radio Stoke). Our Sunday-evening music programme showcases talented musicians and singers and a wide variety of musical styles. We create a convivial, night-club atmosphere. It is a great night out for performers and audience. The bar opens at 7pm to give you time to talk with friends

before the music, which runs from 7.30 to 9.30pm, with a short interval. Tickets are £10 with concessions for Friends of the Madeley Centre (£8.50) and Lea Court residents (£5). It is wise to arrive early to find a good seat and buy your tickets for the prize raffle!

Seasonal Fayres

Each year the Madeley Centre holds a number of Fayres. The Christmas and Summer Fayres are very popular. Over 30 stalls sell craft and artisan goods and promote local groups. There are games, tombola and raffles, and stalls selling cakes, home-made produce and light refreshments.

Local charities may request a free stall. Entrance to our Fayres is free to members of the public, so do please come along with your friends and neighbours. We depend on your support and you will be made very welcome. For full details contact Rachael Standley madeleycentre@gmail.com 01782 751808 or check out the Madeley Centre website or Facebook page.

SERVICES WITHIN THE CENTRE

Café and Event Catering

Taste for Life, our new caterers provide delicious and healthy food and drinks served by friendly and welcoming staff. The café is an ideal place to relax after your visit or to meet up with friends and family for a light bite, home-made hot meal or freshly ground barista coffee.

The café will be open daily except for Christmas day, from 9am Monday to Saturday and from 10am on Sundays.

Taste for Life offer a licensed bar & bespoke catering service for meetings, events and celebrations from working lunches and canape receptions to sit down banquets and buffets. We provide the perfect

service for every occasion, from baby naming and birthdays to weddings, anniversaries and funerals.

Our Catering & Events team can offer advice and guidance on how to deliver a memorable event for every occasion, paired with a team of knowledgeable, friendly and professional staff who will take care of your every need on the day.

For more information email: tasteforlife@everybody.org.uk.

Child Development Clinic

Madeley Surgery holds Child Development consultations within the Centre. These take place by prior appointment with the surgery.

Citizens Advice

On the first Friday of every month from 9.30am-1.30pm the Citizens' Advice Bureau (CAB) provides digital assistance with problems in the computer learning centre. Someone will be there to help you search for the information you may need and will help you to access Citizens Advice online, Local & National Government websites, Fly tipping report site, Blue Badge applications, benefit checks and claims. This service is funded by Newcastle Borough Council.

Computer Learning Centre

The Centre has a number of public access computers, which have:

- Windows and Microsoft Office
- An Internet Connection with Internet Explorer and Firefox
- Facility for limited essential printing for a full cost charge.

Once registered with the Centre, you can check emails, read web pages, and look up information. There is a content-filter in place to eliminate objectionable internet content. Users have to agree to the

acceptable use policy. If you are under 18 you will need to have a parent agree to these on your behalf.

Friends of the Madeley Centre

Regular users of the Madeley Centre can register as “Friends”. This is completely free of charge. To become a “*Friend of the Madeley Centre*” please fill in a form in the Centre or email your name, and contact telephone number to the Centre Office, giving your permission for us to certain your information for future contact.

As a Friend you will:

- be the first to hear by email about new events
- receive the latest Centre newsletters
- be invited to special *Friends Events*
- receive *Friends Discounts* on selected events, including Music at the Madeley Centre on the 3rd Sunday of most months.

We are committed to using your personal information responsibly and will not pass it on to other organisations. If you have good organising skills, you might like to join the “*Friends’ Events Group*” to help arrange social and entertainment events based on the Centre. These might include such things as: music events, dances, beer festival, fun days and Friends’ excursions. If you would like to consider helping with events, please contact the Centre Office.

Madeley & District Community Association

Debbie Burns Project coordinator 01782 751164.

Mobile: 07977 561989 email: mdcahub@gmail.com

Volunteer drivers are available to offer lifts to people who are unable to get to doctors, hospital and other medical appointments. These are available to people living in the local rural area. A small charge is made for this service to cover costs. *Office Hours: 9am–1pm Monday, Tuesday & Wednesday.*

Madeley Parish Council

Janet Simpson 07563 660298 parish.clerk@madeley.staffslc.gov.uk.

Madeley Parish Council holds its monthly meetings in the Centre, on the first Thursday of each month at 7pm. The Centre is very grateful to the Council for an annual grant it provides for the maintenance of the grounds around the Centre as a public space. Enquiries about Parish Council matters should be addressed to the Clerk to the Council:

Madeley Rural Runabout

Robert Bettley-Smith 01270 820007 ruralrunabout@yahoo.com

A self-drive Community minibus may be hired by Charities or Community Groups in the Parishes of Betley, Chapel & Hill Chorlton, Keele, Madeley, Maer & Aston, Whitmore. A charge per mile is made for the service. The minibus is kept at the Madeley Centre. Drivers must undertake a prior assessment.

Majestic Nails

The Centre hosts a friendly village nail salon offering Shellac Gel Manicures and luxurious Spa Pedicures at competitive prices. Free parking and café on site. Book with Ali Orme on 07972 455435, follow me on Facebook or visit my website www.majesticnails.co.uk.

Mobile Library

The mobile public library comes to the Madeley Centre car park every other Tuesday.

New2U Charity Shop

Kath Elms 01782 751132 kathelms@btinternet.com

Rachael Standley 01782 751808 madeleycentre@gmail.com

Our Charity shop opened in July 2012 and has been a great success! The proceeds from the shop make a significant financial contribution

to funding the Madeley Centre. New2U also helps our environment by giving a second life to articles that we no longer have a use for. Goods we cannot sell are donated to charities supporting the homeless or animal welfare, so nothing is wasted! We sell only good quality goods and are grateful for all the fantastic donations we receive.

The shop is run by our volunteer retail team, who pride themselves on maintaining high standards and a friendly welcoming atmosphere. Please come and visit us. You will be pleasantly surprised by the variety of goods we have on offer. All donations of items for sale are gratefully accepted.

Police

The police station within the Madeley Centre is staffed throughout the week. You should contact the police to report a crime or for advice on crime prevention.

Call 101 to report crime and other concerns that do not require an emergency response. For example:

- Your car has been stolen
- Your property has been damaged
- You suspect drug use or dealing in your neighbourhood
- Give the police information about crime in your area
- You need to speak to the police about a general enquiry

You should always **call 999** when it is an emergency, such as:

- when a crime is in progress
- someone suspected of a crime is nearby
- when there is danger to life
- when violence is being used or threatened.

Non-urgent local enquiries may be made to: PCSO Colin Hodgkinson 07812 967361 colin.hodgkinson@staffordshire.pnn.police.uk, who works from the Madeley Centre with other colleagues.

Post Office

The closure of the Madeley Post Office was a major blow to the village. However, working with the Parish Council, our Trustees have been able to arrange for Silverdale Post Office to run an outreach service from the Madeley Centre bar. Full postal services now operate on Tuesdays and Fridays from 9.30am-12.30pm.

Geoff Hollins, the postmaster, says:

"I am very happy to enable the people of Madeley to access Post Office services. From the Madeley Centre Post Office you can:

- *post parcels using Royal Mail and Parcelforce*
- *withdraw cash from Post Office Card Account and major UK banks*
- *make bill payments*
- *tax your motor vehicle*
- *use Passport Check and Send*
- *obtain travel money and insurance*
- *open and operate Post Office Money savings*
- *obtain life, home and other insurance products."*

Volunteering at the Centre

Volunteers are an integral part of The Madeley Centre team. Over the past 9 years the Centre has benefited from the efforts of around 200 volunteers, whose ages have ranged from 8 to 91. We have school children helping to plant spring bulbs and other young people volunteer as a public service for their Duke of Edinburgh's Award or help in the Centre to gain work-based experience. Retired people and

others, with time on their hands, volunteer for a couple of hours each week to help out.

The Centre is a charity, which is run to promote the educational and social welfare of the community. By volunteering you can make your contribution to maintaining a rich variety of leisure activities in the locality and, in the process, you will meet new people and widen your circle of friends.

- We need volunteers to help on Reception, with Events, in our New2U charity shop, to maintain the gardens and in the Office
- We welcome people of all ages and experiences
- You can help for a couple of hours a week or on a casual basis
- Essential training and on-going support are provided.

For further information contact Rachael Standley 01782 751808 madeleycentre@gmail.com or the Centre Office.

Room Hire & Rates

The Madeley Centre is a fine venue for away days, short conferences, one-off entertainment events and shows, food and drink fayres, and family events, such as baby naming, birthdays, engagements, weddings and funerals. We have a room for most occasions:

Main hall - seats 170 with formal seating in theatre style or 100 seated around tables for a wedding or other function. The Hall has a stage, public address (PA) and lighting systems.

Double Community Room – our largest meeting room, which seats up to 80 people. The room has a ceiling-mounted data projector for presentations and a PA system with a hearing loop. The Community Room divides into two with a soundproof partition screen. Each half accommodates up to 35 people.

Board Room - This popular room seats 16 people in committee style, or up to 40 without tables.

Foyer and café area – This pleasant space is available for hire outside café hours. The area is used quiz nights, musical cabaret, baby naming and special meals.

The Centre offers a comprehensive range of support services:

Internet - The building has high-speed internet in all meeting rooms and in the foyer area.

Audio-visual facilities – Data projectors, screens and flip charts may be hired.

Photocopying – The Centre Office offers small runs of photocopying at 25p per sheet black & white and 35p for colour.

Room Rates per Hour

Board Room	£14
Community Room A	£10
Community Room B	£10
The Hall	£25
Children's Centre	£ 8 (for children's activities)
Foyer Area	£14
Healthy Living Suite	£10
Outside Space	£10

Special introductory rates may be negotiated for new start-up activities and for longer periods of hire. Contact Centre Office.

To check availability and to book online please visit our website <http://www.madeleycentre.co.uk/booking/rooms/>.

Terms and Conditions of Room Hire

Reasonable Behaviour: The Madeley Centre is a valuable community resource and we expect all users to take care of the facilities. Please leave the place as you found it and respect staff and the peace and quiet of those living in the Lea Court housing attached to the Centre. Hirers must not allow the premises to be used for any unlawful or unsuitable purpose, or for any activity that invalidates the Centre's insurance policies.

Payments: For private functions a 50% deposit is required at the time of booking and the balance paid prior to the event.

Public Liability Insurance: Commercial users are required to have insurance appropriate to the activity being undertaken. Non-commercial room hirers may require insurance to cover specific risks e.g. use of bouncy castles.

Room set up: Hirers must state maximum numbers and the layout of each room at the time of booking and must comply with Health and Safety requirements, including provision for people with disabilities and for emergency evacuation.

Child and vulnerable adults' protection: Hirers must comply with current legal requirements and norms on the protection of children under 16 years of age and vulnerable adults.

Equipment: Only mains electrical equipment provided by the Centre may be used, unless agreed with the Centre Management in writing in advance. Equipment brought into the Centre must be covered by a current PAT (portable-appliance-testing) certificate.

Supervision: The Hirer shall, during the period of hiring, be responsible for: ensuring the facilities are used only for the activity for which it was booked; supervision of participants, the fabric and contents of the premises; their care, safety from damage however slight or change of any sort; and the behaviour of all persons using

the premises whatever their capacity, including proper supervision of car parking arrangements so as to avoid obstruction of the highway. The Hirer shall make good or pay for all damage (including accidental damage) to the premises or to the fixtures, fittings or contents or for loss of contents.

Fire Safety Procedures: In the event of a fire or the fire alarm sounding, please stay in your room with the fire doors closed until you are instructed, by a responsible member of staff, to leave the premises by the safest route and meet at the assembly point at the village end of the front car park.

Noise Level: The Hirer must ensure that any noise related to activities before, during or after the hire period is kept at an acceptable level so that local residents are not subject to unreasonable annoyance or inconvenience.

Food and Drink: Only food and drink bought from the Madeley Centre's in-house caterers may be consumed on the premises. Competitive catering packages are available to suit most budgets.

Bar facilities: A staffed, licensed bar can be provided for your function, by arrangement.

Where the Centre is unable to provide catering or drinks, the management may grant written permission for users to bring their own drinks (including alcoholic, for those over 18) and snacks.

Wall fixings/decorations: No bolts/nails, tacks, screws, bits, pins, adhesives or other such objects shall be driven, fixed or stuck into or onto any part of the Centre.

Special effects: We are unable to accommodate the use of fireworks, flame or smoke-effect machines owing to our fire safety regulations.

Smoking: Normally no smoking or vaping is allowed in the Centre or near entrances. An area is designated for smoking in the rear

courtyard beyond the atrium doors behind the café. Exceptions may be granted, on application, in defined areas for selected events.

Loss or Damage to property: Unless proved to be caused by their negligence, none of the Centre staff or its Trustees shall be responsible for any loss of, or damage to any property or injury to any person arising out of hiring rooms in the Centre, the grounds or car park, before, during or after the hiring.

Changing a booking: Please note that, from time to time, it may be necessary to accommodate one-off events such as funerals, conferences and public events e.g. acting as a polling station for an election. In such cases, users may be asked, if practical, to move to another available room or, in exceptional circumstances, to cancel or rearrange a booking. The Centre Management will always endeavour to give reasonable notice of any such changes. In the event of cancellation of a booking the Centre will refund all monies paid by the Hirer to the Centre but shall not be liable for any other losses incurred.

Amendment to conditions: *The Centre reserves the right to amend the conditions of hire at any time. Please check our website for the latest version.* The Centre reserves the right to decline a booking without giving any reason.

Health and Safety

First Aid box – a fully stocked box is on the right-hand side of the Welcome Desk. If you use materials from this box, please inform the office so it can be restocked.

Defibrillator – This is kept in a box next to the noticeboard on the wall to the right facing the entrance to the Centre. To use this, dial the number on the box to get the access code. Remove the defibrillator, switch it on and follow the spoken instructions. Please return after use.

Accidents and illnesses should be recorded in the accident book, which is kept in the Madeley Centre Office.

Dogs and Animals – as we have a number of regular users of the Centre who suffer from pet allergies, dogs (other than guide dogs) and other animals are not currently allowed in the Centre.

Madeley Rural Community Charity (MRCC)

MRCC is the charity responsible for running the Madeley Centre.

The objects of the charity are:

- To operate the centre as a community centre for the benefit of persons living within the area of benefit and such other members of the public as may in the opinion of the directors properly benefit from the facilities of the centre with a view to the provision of (without limitation) facilities for meetings, lectures, classes, recreation and leisure which enhance social welfare and the conditions of the users of the centre.
- The facilities at the centre will be provided without regard to distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinion.

Board of Management

The Board is made up of Trustees, who are voting members who have been elected by MRCC members, co-opted members and others invited to attend for specific purposes. Our trustees are responsible for broad policy and oversight of the Centre. They, in turn, are accountable to members of Madeley Rural Community Charity. If you are a user of the Centre and would like to become more involved and to vote in general meetings, then you may apply for membership. To do this please call into the Centre Office and pick up a Membership application form. New members have to be approved by the current Trustees.



HOURS OF OPENING

Office: 10.00-4.00 weekdays

Café: 9.00-4.00 Monday to Saturday, 10.00-3.00 Sundays

The Centre will consider requests for bookings
between 8.30am and 11pm 7 days a week

CONTACT INFORMATION

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Members of the MRCC Board of Management are:

Steve Hurd (Chair) 01782 750338 stevehurdmrcc@gmail.com,

Derek Miller, Nigel Orme, Ali Spender, Rob Woodward.

Co-opted members: Mike Brereton, Len Walker, Roy Dutton

In attendance: Wendi Vyse, Glenda Miller (Secretary)

