



ROOM HIRE WITH A SOCIAL CONSCIENCE

The Memory Matters Hub provides a welcoming environment for meetings, workshops and everything in between. Our top-notch facilities and convenient parking nearby will ensure a successful event.

Easily reach your event space on the first floor in our. Stairs and a lift are available for your convenience.

Our dedicated Admin & Hub Leader will be on hand throughout your event to ensure everything runs smoothly.



01752 219 810 | moments@memorymatters.org.uk |  @momentsplym

OUR SPACES



Emmett Bickford

The smaller of our three rooms and is perfect for small group meetings, one to ones and interviews.



Fits up to 10 people maximum.

Cafe

For larger events or if for those looking to book a section of our cafe, this would be a great option for you to choose!



Fits up to 100 people maximum.

“Brilliant training in a light and comfortable venue. We would love to have more training here.” – Client Feedback

OUR PRICES

For room bookings outside of our normal hours, we always charge an extra £24 plus VAT per hour to cover staffing.



Emmett Bickford Room

Full Day Rate: £120 + VAT

Hourly Rate: £20 + VAT

These prices include water. This also includes free promotion of your organisation across our social media platforms, should you require it.

Any booking after 5 pm will incur an extra charge of £24 per hour

Cafe or Section of Cafe

No Full Day Rate

Hourly Rate: £125 + VAT

These prices include tea, coffee, biscuits, and free host parking for 1 car. This also includes free promotion of your organisation across our social media platforms, should you require it.

We work hard as an organisation to be inclusive. 100% of our profit supports those affected by Dementia. If you have any enquiries, please don't hesitate to get in touch.

OUR SPACES



Jennings Kitwood Suite

Our largest room available for hire with oceans of natural light and high ceilings. This room is suitable for larger conferences, workshops or fitness classes. (stairs to access)



Fits up to 40 people maximum.

Arthur Read Room

The Arthur Read room also benefits from natural daylight. It is suitable for smaller conferences and activities. This room offers wheelchair access and is located near to the lift.



Fits up to 30 people maximum.

“Brilliant training in a light and comfortable venue. We would love to have more training here.” – Client Feedback

OUR PRICES

For room bookings outside of our normal hours, we always charge an extra £24 plus VAT per hour to cover staffing.



Jennings Kitwood Suite

Full Day Rate: £240 + VAT

Hourly Rate: £32 + VAT

These prices include tea, coffee, biscuits, and free host parking for 1 car. This also includes free promotion of your organisation across our social media platforms, should you require it.

Any booking after 5 pm will incur an extra charge of £24 per hour

Arthur Read Room

Full Day Rate: £240 + VAT

Hourly Rate: £32 + VAT

These prices include tea, coffee, biscuits, and free host parking for 1 car. This also includes free promotion of your organisation across our social media platforms, should you require it.

Any booking after 5 pm will incur an extra charge of £24 per hour

We work hard as an organisation to be inclusive. 100% of our profit supports those affected by Dementia. If you have any enquiries, please don't hesitate to get in touch.

ROOM CONFIGURATIONS



CATERING



Whatever the occasion, our team will always make sure your room is set up and ready for you when you arrive. Our space is very versatile and we are more than happy to accommodate your individual needs.

Buffet lunches are available, or alternatively, we welcome delegates to eat in our Café downstairs. Please let us know of any dietary requirements when booking.

Dimensions

**Jennings
Kitwood Suite**

W: 25ft
L: 23.5ft

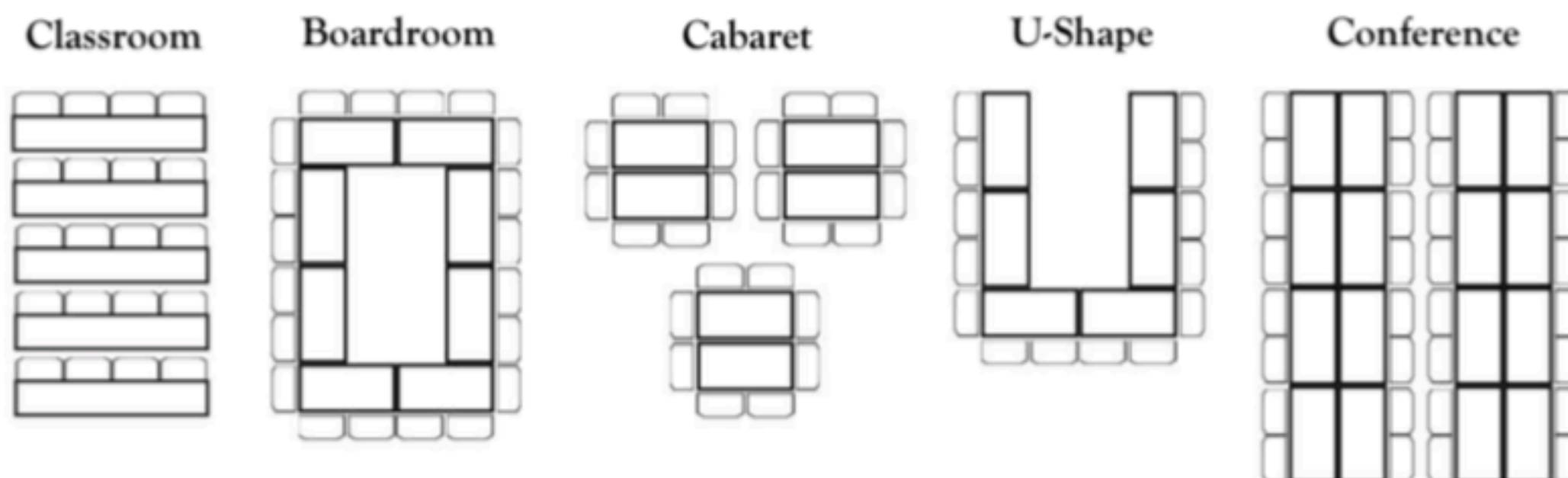
**Arthur Read
Room**

W: 19.5ft
L: 31.5ft

**Emmett
Bickford Room**

W: 16ft
L: 11ft

These layouts are for the Jennings Kitwood Suite and Arthur Read Room only.



Breakfast Options:

Bacon or sausage bap or a mix of both

Plus a mix of Crossaints and
Pain au Chocolat

£5.50 PER HEAD

Cream Teas

Plain or Fruit Scones
Served with strawberry
jam and clotted cream

£4.00 PER HEAD

Full Buffet

Choose five, seven or nine options
Sandwiches (choose 3 options)(vg)(gf)
Mixed Salad (vg)(gf)
Greek Salad (gf)
Crisps (choose 2 options)
Hummus Dip with Carrot and Pepper Batons (gf)(vg)
Tzatziki Dip with Carrot and Pepper Batons (gf)(vg)
Homemade vegetable Pasta Salad (vg)
Loaded Potato Skins - Cheese and Mushroom (gf)(vg)
Loaded Potato Skins - Cheese and Bacon (gf)
Sausages Rolls
Cheese and Onion Sausages Rolls
Vol-au Vents - eggs mayo, prawn marie rose, mushroom
Pizza - Cheese and Tomato
Scones
Vegan Brownie Bites (vg)
Gluten free Flapjack (gf)
Fruit - melon and grapes (gf)(vg)

Per Head for 5 £7.50

Per Head for 7 £10.50

Per Head for 9 £13.50

Light Lunch:

Sandwiches(2 options)
Crisps(choose 2 options)
Fruit-Melon
Vegan Brownie Bites

£6.50 PER HEAD

Cakes

Vegan Brownies
Carrot Cake
Lemon Drizzle
Gluten Free Flapjack
Coffee Cake
Caramel Cake
£4.00 PER HEAD

Sandwich options

Bread Options:
Wholemeal Bread or White Bread / Half Wholemeal and
Half White/ Gluten Free
Fillings: (gf*)
Ham
Ham and Tomato
Ham and Cheese
Ham and Coleslaw
Chicken Mayo
Tuna Mayo
Egg Mayo (v)
Cheese (v) (vg*)
Cheese and Onion (v) (vg*)
Cheese and Tomato (v) (vg*)
Cheese and Coleslaw (v)
Vegan "Cream Cheese" and Quorn "Ham" Slices (v) (vg)

gf* - gluten-free options available

v - vegetarian

vg - vegan

vg* - vegan options available