



BOROUGH OF ALTRINCHAM

THE NEW STAMFORD HALL



Description
Scale of Charges
Conditions of Letting



Applications for Hire should be addressed to
W. G. BOSWORTH
Central Library
Altrincham
Telephone: Altrincham 0317



Description of the Building

Following a comprehensive extensions scheme costing £10,000, the Altrincham Corporation has now provided a spacious and beautiful assembly hall, to the designs of John Cocker, A.R.I.B.A., where functions may be held in dignified surroundings.

The main approach to the new Stamford Hall is from Stamford New Road, within two minutes' walk of Altrincham Railway Station, Kingsway Omnibus Station, thus being convenient of access from all surrounding districts, and adjacent to the principal shopping thoroughfares.

Entrance to the building is through the Forecourt and Car Park, crossed by a pavement, and vehicles attending functions at the Hall may be parked free of charge.

The building itself is of commanding appearance. Its elevations are simple and almost severe, relying for effect upon the texture and colour of the materials, and an extreme simplicity of line, and are carried out in Silverdale sandfaced bricks, enhanced by reconstructed stone, while a large cartouche, embodying the Corporation's coat-of-arms, is a prominent feature of the main facade.

The VESTIBULE (24ft x 15ft) is entered by two pairs of handsome doors of Austrian oak, and is equipped with two grilled payboxes, telephone kiosk, and porter's box, being floored in multi-toned terrazzo. From the Vestibule, one proceeds to the CRUSH HALL (38ft. x 21ft.), which is very simply finished and floored in terrazzo inset with robbleum. There is direct access from the Crush Hall to commodious CLOAKROOMS, which provide for garments to be received over counters into store. The LADIES' CLOAKROOM is tastefully furnished and provides dressing-tables and figure-length mirrors ; it is complete in every refinement.

From the Crush Hall, by ascending the GRAND STAIRCASE, which is carried out in reinforced concrete finished in terrazzo, entry is gained to the richly carpeted FOYER (30ft. x 36ft.) furnished with large easy chairs and settees, in dark blue hide, and Lloyd Loom seats. The principal features of the Foyer are a lofty domed ceiling, and a striking fireplace carried out in selected, polished African Obechi and reconstructed stone, with an electric fire, flanked by two ornamental windows, and surmounted by a niche in which the lighting shades slowly through the colours of the spectrum. The fireplace was specially exhibited at the Building Trades Exhibition, City Hall, Manchester, April, 1939.

The Foyer gives immediate access, by descending three broad and shallow steps, running its full width and between two towering Doric columns, to the MAIN ASSEMBLY HALL (area 2,520 sq. ft.). Of commanding height, it has a modern lighting system, adequate ventilation, excellent acoustic properties, a fine maple dancing floor, and two excellent and commodious RECESSES (17ft. long). For dances it is furnished with Lloyd Loom armchairs, in two shades of blue, and glass-topped tables. The lower portions of the walls are in oak panelling, while the new double, draught-proof windows, are richly curtained in blue and gold.

The new STAGE (21ft. x 36ft.) has a fine proscenium, constructed of brick and steelwork, and finished with a chamfered soffit and jambs. Its equipment includes several lighting colour changes, and rich velour curtains in Oxford blue and black. Artists are exceptionally well provided for, as new lavatories have been constructed in connection with the stage, and the dressing-rooms are comfortably furnished. There is a special artists' entrance from George Street.

On the same floor as the Main Assembly Hall is the new RECEPTION PARLOUR (15ft. 6in. x 12ft. 6in.) where important guests may be received. This has a fitted carpet, and is furnished en suite in oak with blue hide upholstery.

Approached from the same level is the first of the two new annexes, the DE MASSEY ROOM (39ft. x 26ft.), which has a maple floor if required for dancing, and is excellently equipped for the service of meals, while a lift and waiters' staircase connect it with the Kitchen. The new KITCHEN (26ft. x 28ft.) can be reached direct by caterers' vehicles, which unload in a private yard under a hood, and to assist in the preparation of meals it is provided with all necessary appliances, sinks, and storage cupboards. The domestic arrangements now provide for a hot meal being served to 350 persons.

The Grand Staircase leads visitors to the next floor, and the CHESHIRE Room (58ft. x 26ft.), a lofty apartment. This also has a maple dance floor, and is in addition served from the kitchen by lift and private staircase. It is equipped with a "Hot Cupboard," an important adjunct for the service of meals.

Overlooking the Forecourt, and on the same floor as the Cheshire Room, is the BOARD ROOM, a spacious apartment which may be utilised as an additional supper room, or for whist or bridge in connection with any large function. In association with the Cheshire Room it provides an excellent suite of rooms for smaller functions.

Approached from the Main Landing is a BALCONY (24ft. x 11ft.) which will be used to address assemblies of the public in the Forecourt at any special civic or public occasion.

A new HEATING SYSTEM, served by automatic, gravity-fed stokers, gives a controlled temperature in all rooms, and also provides the heating for the adjacent Central Library and Art Gallery.

The fullest provision has been made for EXITS and FIRE ESCAPES, and the Hall conforms to the fire requirements of the London County Council. The

construction is fire-resisting, of reinforced concrete, and solid brick walls, with steelwork encased in brickwork. All staircases are wide, with easy risers and broad treads, while there are no fewer than 8 exits and emergency exits.

The new Stamford Hall has been planned to allow either the whole building to be used for one very large function, or for a number of events to take place simultaneously. The De Massey Room, Cheshire Room, and the Board Room, can be hired independently, and provide a beautiful setting for smaller dinners, dances, receptions, meetings, conferences, or card parties. Each important doorway bears an illuminated sign, and no confusion need arise through separate companies passing through the main entrance, which has been provided with two sets of doors.

Organisers of dances, ladies' evenings, whist or bridge drives, dinners, banquets, concerts, plays, lectures, meetings, dancing displays, wedding receptions, tea parties, bazaars, sales of work, pageants, meetings of limited companies, trade conferences, and similar events can now confidently engage the Stamford Hall.

The special attention of hirers is directed to the Scale of Charges, printed in full on pages 4, 5 and 6. It has been framed to encourage local organisations, residents, and other persons promoting functions, of the types mentioned, to take full advantage of the exceptional facilities offered, while the introduction of a Summer Scale of Charges, allowing considerable reductions in the case of functions held between 1st May and 30th September each year, will prove beneficial to many promoters.

W.G.B.

ALTRINCHAM EN AVANT !



Scale of Charges

(a) FOR USE OF THE MAIN ASSEMBLY HALL

* The letting fee is subject to an additional charge of 5 per cent, where music is performed to cover liability under the Copyright Acts.

£ s. d.

1—WEDDING PARTIES, RECEPTIONS, DINNERS, TEA OR

SUPPER PARTIES, including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour, De Massey Room, Kitchen, Stage and Grand Piano

First Hour	3	3	0
Each succeeding hour (or part of an hour)	1	1	0

2—DANCE, including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour, De Massey Room, Kitchen, Stage and Grand Piano :—

Dance to 11 p.m.	7	7	0
Dance to Midnight	8	8	0
Dance to 1 a.m.	9	9	0
Dance to 2 a.m.	10	10	0

3—CONCERT, ENTERTAINMENT or DRAMATIC PERFORMANCE to 11 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Stage and Dressing Rooms, and Grand Piano, including Fireman :—

First Night	5	5	0
Each Consecutive Night	4	4	0
Rehearsal (using Stage, Dressing Rooms, Orchestra Pit, portion of Hall Floor and Artists' Entrance), subject to the Hall being available	1	1	0

4—CONCERT OR ENTERTAINMENT ON SUNDAYS, 8 p.m. to 10 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Stage, Dressing-Rooms, and Grand Piano, including Fireman

4 14 6

MAIN ASSEMBLY HALL (Continued)

£ s. d.

5—PROFESSIONAL THEATRICAL ENGAGEMENTS to 11 p.m. daily, including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour, Stage and Dressing Rooms, Grand Piano, and including Fireman, per week	26	5	0
6—PUBLIC MEETING OF RATEPAYERS to 11 p.m., including use of Cloakrooms, Crush Hall, Grand Staircase, Foyer, and Stage, but excluding Piano	2	2	0
7—PUBLIC MEETING, CONFERENCE, or LECTURE, to 11 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour, and Stage, excluding Piano	3	3	0
8—WHIST OR BRIDGE DRIVE, to 11 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour and Stage, excluding Piano, but including 60 Card Tables	4	4	0
9—MEETING ON SUNDAYS, either 2 p.m. to 5 p.m. or 8 p.m. to 10 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour and Stage, but excluding Piano	3	13	6
10—BAZAAR, EXHIBITION, SALE OF WORK, PUBLIC DISPLAY OR PAGEANT, to 11 p.m., including use of Pay Boxes, Cloakrooms, Crush Hall, Grand Staircase, Foyer, Reception Parlour, De Massey Room, Kitchen, and attendance of Fireman if required. All electric light charged extra :—			
Per Day	4	14	6
Per Week	26	5	0
Day for Preparation	2	2	0
Day for Removal	1	1	0

11—EXTRAS—

The following additional Rooms may be hired, for use as Supper Rooms, Card Rooms, or Retiring Rooms, together with the Hall:—

Cheshire Room	1	1	0
Board Room	0	5	0
BECHSTEIN GRAND PIANO (instead of the ordinary Grand Piano), including placing in required position and removal	0	10	6

N.B.—Urns, Linen Table Cloths and Playing Cards are available for hire.

The Tables, Supper Tables, Chairs, Easy Chairs and Settees are included in the Hiring Fee.

(B) ROOMS WHEN HIRED APART FROM THE MAIN ASSEMBLY HALL.

	£	s.	d.
12—THE DE MASSEY ROOM, with use of Pay Box, Cloakrooms, Crush Hall, Staircase, Main Landing, Reception Parlour, Kitchen, Lift, and Waiters' Staircase, to 11 p.m. :—			
(a) Whist Drives, Dances, Receptions, &c.....	2	2	0
(b) Assemblies when the Kitchen is not required	1	1	0
13—THE CHESHIRE ROOM with use of Pay Box, Cloakrooms, Crush Hall, Staircase, Kitchen, Lift, Waiters' Staircase, "Hot" Cupboard, together with the Board Room (size 29ft. x 9ft.) to 11 p.m. :—			
(a) Whist Drives, Dinners, Dances, Receptions, &c.	2	2	0
(b) Assemblies not requiring Kitchen and Board Room	1	1	0
14—RECEPTION PARLOUR to 10 p.m. :—			
*Small Meetings (as and when available)	0	7	6
15—BOARD ROOM to 10 p.m. :—			
^Meetings (as and when available)			
^Without use of Cloakrooms	0	5	0

N.B.—When Rooms are hired independently of the Stamford Hall the Tariff includes liability for Music being performed publicly except in the case of Nos. 14 and 15.

(C) SPECIAL SUMMER SCALE

Operative between 1st May and 30th September inclusive.

<i>Main Assembly Hall.</i>	<i>Reduced Charge.</i>
Items 2 to 10 inclusive	Reduction of 20 per cent, on Scale Charges.
<i>Rooms.</i>	
Items 12 and 13	Reduction of 10 per cent, on Scale Charges.

Hiring Fees are due and payable in advance upon the receipt of the account at the office of the Borough Treasurer, Town Hall, Altrincham.

All applications to Hire the Hall and Rooms to be made to the Chief Librarian and Curator, Central Library, Altrincham.



Conditions of Letting and Regulations

1. All applications for the use of the Stamford Hall and Rooms must be made in writing, upon the form provided for the purpose, and delivered to the Chief Librarian, and Curator, Central Library, Altrincham. The full amount of the fee to be charged is due and payable in advance, upon receipt of the account, and hiring fees are to be paid to the Borough Treasurer, Town Hall, Altrincham.

1 a. The Corporation reserves the right to refuse engagements without explanation.

2. The premises must only be used for the purpose for which they are let or granted and the Hirer shall not sub-let or assign any part thereof to any other person, nor may the Hall and/or Rooms be used for a longer period than that specified at the time of hiring.

3. Applicants must state the time of conclusion for any event proposed to be held in the Hall or Rooms, in order that due application may be made to the Justices for sanction in respect of lettings after 11 p.m.

4. The sanction of the Justices is also necessary in respect of Sunday engagements, and any application to hire must be considered provisional until their decision has been promulgated. If for other than religious purposes the proceedings may not commence until 8 o'clock.

5. For all engagements other than those referred to in paragraph 6 the usual conditions governing the Hall apply, namely, that "No spirituous liquors, wine, ale, beer, porter, cider, or perry shall be sold, disposed of or consumed upon the premises, unless an occasional licence shall have been granted by the Justices," and all hirers will be required to see that this regulation is strictly enforced, or unless specially agreed at the time of hiring and then only as agreed in writing.

6. If it is desired that intoxicating liquors shall be consumed or sold upon the premises, written application must first be made requesting the Corporation's consent, whereupon if the application is duly approved the Hirer is to make the necessary arrangements through a licensee to apply to the Justices for an "occasional" licence.

7. No advertising bills, posters or placards shall be put up or displayed either inside or outside the Hall and Rooms other than upon such boards as are provided by the Corporation for the purpose.

8. No nail or fastening of any kind shall be driven or put into any wall, floor, partition, pillar, fitting or furniture either inside or outside the building

9. No additional light of any kind beyond the lights provided by the Corporation shall be put up or used except with the previous consent in writing of the Chairman of the Libraries Committee. In the event of any unauthorised light being put up or used, the same may be removed by the Corporation's authorised servants, and if anything done in the way of preparation for or during any assembly which in the opinion of the Corporation may in any degree cause danger from fire, the same may be stopped, prevented and removed by the Corporation's authorised officers and servants.

10. The Hirer shall be liable for all loss, damage or injury which during the occupation of the Hirer may be done or occasioned to the premises or to the fixtures, fittings, furniture, articles and things belonging to the Corporation, the amount of such loss, damage or injury to be assessed by the Borough Surveyor. The value of such loss, damage or injury shall include contingent loss the Corporation may sustain through its inability to let the Hall and/or Rooms during the time necessary to make good such loss, damage or injury, and the Hirer shall leave all the premises hired, and the fixtures, fittings, furniture, articles and all the things therein in as clean and good order as they were at the time of entry.

11. The Corporation does not hold itself responsible for any loss occasioned to Hirers by reason of the Hall and/or Rooms being commandeered by His Majesty's Government for any statutory purpose.

12. In the case of the Hall being let for the performance of Stage Plays, it must be distinctly understood that such letting is on the express condition that no sketch or play will be performed or represented which has not been licensed by the Lord Chamberlain.

13. All lecture subjects must be stated at the time of hiring, and the Corporation reserves the right to veto without question.

14. Live animals, articles of an inflammable or explosive character, or producing an offensive smell, and steam, gas or other engines, or appliances for cooking other than those installed by the Corporation shall not be permitted on the premises, unless by previous permission, in writing, of the Chairman of the Libraries' Committee.

15. (a) The Hirer shall not use the Hall and/or Rooms for the performance in public of any dramatic or musical work or for the delivery in public of any lecture in which copyright subsists without the consent of the owner of the said copyright, or in other manner infringe any subsisting copyright.

(b) The Hirer will indemnify the Corporation against all sums of money which the Corporation may have to pay by reason of any infringement of copyright occurring during the period of hire.

(c) The Hirer shall, immediately after the date of hire, supply to the Chief Librarian and Curator a list signed by him, or on behalf of the Hirer, of all music performed and all songs sung at the premises, with the name of the Author, Composer, Arranger and Publisher of such composition, and the number of times each has been performed, including encores, and shall submit such list not later than 5 p.m. on the day following the performance of such compositions.

16. The Hirer shall keep every entrance and exit connected with the Hall and Rooms clear of obstruction and ready for use in an emergency, and further shall engage or provide such number of stewards as are necessary for the maintenance of good and proper order throughout the proceedings.

17. The Hirer shall, if the Corporation deems it necessary, be responsible for the provision and hire of Police to preserve proper and good order.

18. All parts of the premises shall be free and open to the access of Police Officers, the Chief Librarian and Curator, and the authorised Officers and servants of the Corporation, who shall have full powers to enforce the observance of all these conditions and regulations as well as for the preservation of peace and good order.

19. The Hirer should communicate with the Chief Librarian and Curator before the date of any function in regard to the necessary arrangements thereto, otherwise their proper provision cannot be promised.

20. All engagements must cease at such time as is necessary for the Hall and Rooms to be vacated at the time specified when hiring.

21. There is no crockery for hire at the Hall and Rooms and Hirers must make their own arrangements with a caterer.

22. The Libraries' Committee cannot be responsible for Reduced Scale, or Free Lettings, but in every case must receive the Full Tariff, according to the Summer or Winter Charges. Any subsequent application for a reduction must be made to the Altrincham Corporation, addressed to the Borough Treasurer, Town Hall, and then becomes subject to the decision of the Council.

23. The Corporation will not be responsible for the value of any goods belonging to the Hirer destroyed by fire, nor for the safe custody of wines or other articles sent for use, and all articles left in the Kitchen or elsewhere will be at the entire risk of the Hirer.

24.—The Corporation will not be responsible for any articles of wearing or other apparel, or other articles, left in the Cloakrooms or any other parts of the building.

25.—The Hirer is responsible for the Kitchen, Ranges, and all other Apparatus being left perfectly clean and tidy, and any cost incurred by the Corporation in cleaning the same will be charged for, while Hirers must also undertake to see that all refuse is placed in the receptacles provided for the purpose.

26. All furniture, decorations, materials and any other articles introduced by the Hirer must be cleared away from the premises not later than 12 noon on the day following such function.

27. French chalk, wax of any description, boracic powder or crystals must not be used on the permanent floors, since the Corporation will undertake that the dancing-floors are in a suitable condition.

28. The throwing of paper streamers, or confetti is prohibited.

29. The Corporation will not be responsible for any loss or damage however occasioned to vehicles parked in the Forecourt, nor for loss or damage to goods or fittings belonging to or left inside or outside such vehicles, which must be left entirely at the owner's risk.

30. The Authority of the Corporation is vested in the Chief Librarian and Curator whose instructions regarding the Hall and/or Rooms and all the property therein belonging to the Corporation shall be regarded as final.

31. The term "Hirer" shall refer to the person signing the form of Application for use of the Hall and/or Rooms, or to the Society, Body or Company on whose behalf such form was signed.

32. The signing of a form of Application implies that the Hirer has received, read and agrees to conform in all respects to the foregoing Conditions of Letting and Regulations governing the use of the Stamford Hall and/or Rooms.

The foregoing Conditions of Letting and Regulations, and the Scale of Charges for the use of the Stamford Hall and/or Rooms were fixed and adopted by the Libraries Committee on the 23rd day of March, 1939, to come into force on the 5th day of April, 1939.

JAMES BOWERS

STOCKPORT ROAD

ALTRINCHAM

Telephone : Ringway 3969

CONTRACTOR FOR THE

NEW STAMFORD HALL

will be glad to show you
"The House of To-day and To-morrow"
on his Cloverley Estate, Altrincham

For all that is best in Building !