



Venue Hire

*for meetings, training or events
and more.*

The Singleton Environment Centre is built with sustainability at its core and everything about the centre is eco-friendly. It is managed by Singleton Spaces, a local charity, in partnership with Ashford Borough Council.

The award winning Singleton Environment Centre offers your meeting, function or event the chance to be as environmentally friendly as possible and offers a *truly different venue for your event.*

Our building nestles in tranquil landscaped grounds with its own terrace and pond, adjacent to Ashford Community Woodland, 15 hectares of woodland managed by community volunteers. Natural ventilation, low energy lighting, rain water harvesting, a wood chip powered heating and solar power are just some of the features of the centre.

Getting there

Singleton Environment Centre is conveniently located close to Ashford town centre with excellent transport links by foot, cycle, road or rail making it accessible whether you are traveling from the local area or further field.

Ashford International Station provides frequent links to the Kent Coast, East Sussex, Canterbury, Maidstone and high speed services from London, as well as Eurostar services to the continent. There are frequent bus services and there is parking for cars, motorcycles and cycles in the grounds.



About our rooms

All the rooms are on a single level with full disabled access, natural daylight, low energy lighting, natural ventilation and bio-mass heating systems. Each room is individually temperature controlled. Hornbeam Room also has direct access to the 100 seat amphitheatre which can be booked with the room as a package.

The flexible accommodation provides a wide range of facilities available for one-to-one interviews through to events for up to

100 people seated inside.

Hornbeam Room and Rowan Room are supplied with tables and chairs which can be laid out in various configurations depending on your requirements, to a maximum of 100 seats.

Facilities available include free secure cctv monitored car parking, wi-fi throughout the building, data projectors, screens, flipcharts, lectern, laptop, colour copying service, on site catering service and an on site team to make your event a success. Full audio visual facilities can be provided as required.

Hornbeam Room



Rowan Room



Our room hire rates are very competitive and include many of the services that other venues charge extra.

Singleton Environment Centre is available for bookings all the year round, days, evenings and at weekends and is a truly unique venue.

Catering



We provide a high quality catering service to meet all dietary requirements and budgets. The centre boasts its own “Footprints Cafe” which is based in the centre.

Footprints follows the theme of conservation and environmental awareness, by serving local and seasonal produce with ethically farmed meats & fish plus delicious fair-trade teas, coffees and homemade biscuits or cakes. They can cater for any event held at the centre from meetings & conferences to other social events from set menus to your own specific requirements.

The café is also open through the day, Tuesday to Sunday for delegates to purchase their own food and drinks if required.

Why Singleton Environment Centre?

From your initial enquiry to the day of your event, our friendly and professional approach will ensure you are happy, and your event is a success.

Enjoy the tranquil natural environment in the knowledge that your event will be as sustainable as possible with minimising its environmental impact, whilst supporting the work of The Conservation Volunteers and the Singleton Environment Centre in the community.

The Singleton Environment Centre has won several accolades for the design and operation of the building.

Footprints are rated five star (excellent) in the Scores on the Doors food premises scheme. Two members of staff were recognised for their outstanding customer service with one taking the award for Ashford & Tenterden “*Hospitality Employee of the Year 2010*”. The centre holds British Standard 8555 accreditation for the environmental management and operation of the building.

Visit our website for more information and to submit an enquiry or call in for a visit and see for yourself. We look forward to welcoming you soon to the Singleton Environment Centre.



The Singleton Environment Centre
Wesley School Road, (off Cuckoo Lane) Singleton, Ashford, Kent TN23 5LW
Operated by Singleton Spaces on behalf of Ashford Borough Council

The award winning sustainable choice for your meetings, training or events at Ashford's eco-venue
Business Meeting and Venue Prices (subject to change)

Business Rates	Size	Half day AM or PM	Full day 8.30am-5pm	Evenings (Limited)
Hornbeam Room	57.5m ²	£110	£165	Bespoke Prices
Rowan Room	47.5m ²	£77	£110	Bespoke Prices
Hornbeam & Rowan	105m ²	£132	£220	Bespoke Prices
Amphitheatre & Hornbeam	57.5m ² plus 100 seats outside	£220	£275	Bespoke Prices
Amphitheatre & Hornbeam & Rowan	105m ² plus 100 seats outside	£242	£330	Bespoke Prices
Amphitheatre & Hornbeam & Rowan & Workshop		POA	£550	Bespoke Prices

Meeting rooms are available for the half day, full day or evening to meet your requirements. For larger events it is also possible to hire the whole centre including the restaurant and gallery areas.

Seating Configurations Guide			
Style	Max no	Hornbeam	Rowan
Lecture	100	60	20
Classroom	30	24	12
Boardroom	30	18	14
U-shape	30	18	14
Cabaret	60	40	20
Amphitheatre	100		

These prices, layouts and numbers are a guide and we will always be happy to advise specific to your event. Room hire is VAT exempt but will be charged on additional services.

Maximum numbers will depend on the use of the room, as well as other equipment and catering setup that might be required.

Prices for Hornbeam or Rowan rooms include tables & chair configuration of your choice, desk stationary, lectern, flipchart and screen as required, free high speed Wi-Fi access & free CCTV monitored car parking.

Facilities also available to hire include data projectors, laptop, sound systems, colour copying service, on-site catering service and an on site team to help with all your needs. Other audio visual, sound or conferencing equipment can be provided by arrangement.

We offer a 10% discount to new customers, 25% for registered charities/voluntary/ community groups and a 10% for Kent Invicta Chamber members on business room hire rates.