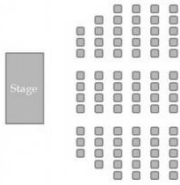
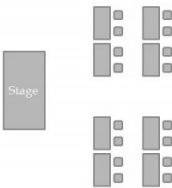
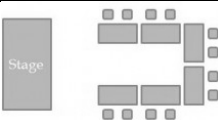
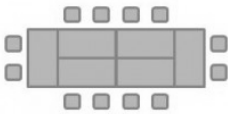
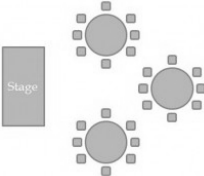


Meetings and Conferences

Old Tack Room (2-50 people)

The Old Tack room is ideal for smaller meetings of 2-50 delegates (depending on required layout)

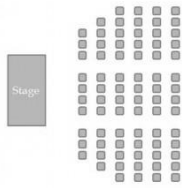
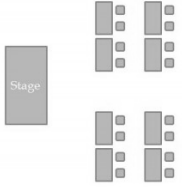
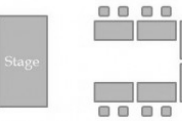
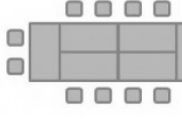
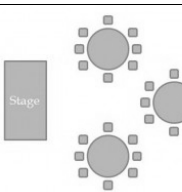
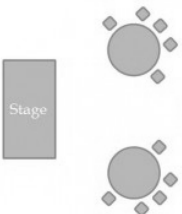
50 delegates theatre style	 A diagram showing a rectangular room with a stage on the left wall. The room is filled with rows of small squares representing delegates, arranged in a grid that is approximately 10 rows by 5 columns, facing the stage.
25 classroom style	 A diagram showing a rectangular room with a stage on the left wall. The room is filled with rows of small squares representing delegates, arranged in a grid that is approximately 5 rows by 5 columns, facing the stage.
25 U shape	 A diagram showing a rectangular room with a stage on the left wall. The delegates are arranged in a U-shape, with small squares representing delegates facing the stage.
25 Conference style	 A diagram showing a rectangular room with a stage on the left wall. The delegates are arranged in a large rectangular table, with small squares representing delegates seated around the table.
50 banquet rounds	 A diagram showing a rectangular room with a stage on the left wall. The delegates are arranged in three circular tables, with small squares representing delegates seated around the tables.

Room includes

- Toilet facilities (no disabled toilet however toilets do have step free access)
- Small outside courtyard,
- White walls for projection,
- Electrical points,
- Extension leads,
- Free wifi

Arched Barn (30-250 people)

The Arched Barn is a much larger room with a maximum capacity of 250 (depending on required layout)

200 delegates theatre style	
80 classroom style	
50 U shape	
80 Conference style	
160 banquet rounds	
80 cabaret	

Room includes

- Toilet facilities (including large separate disabled toilet with baby change facilities)
- Large garden
- White walls for projection,
- Electrical points,
- Extension leads,
- Free WiFi

Equipment hire

Projector - £50 per day – Please note our projector is only visual and has no audio (a HDMI lead is included)

Flip chart - £40 per chart/per day (pens included, maximum 4 charts available)

Room Rates

Old tack room (20-50 people)

	Weekdays: Monday – Friday Daytime (8 a.m. to 6 p.m.) Weekdays: Monday – Thursday Evenings (6.30 p.m. – 12 a.m.)	Weekends: Saturday – Sunday Daytime (8 a.m. to 6 p.m.)	Weekends: Friday - Sunday Evenings (6.30 p.m. – 12 a.m.)
Rates	£235	£290	£470
	Day & evening: £340	Day & evening : £610	

Arched Barn (30-250 people) – FULL DAY HIRE ONLY

	Weekdays (Monday – Friday)	Weekends (Saturday & Sunday)
Up to 200 guests	£1230	£1590

Finger Buffet Options

<u>Option 1 –</u> <u>Hot Breakfast buffet £21 per person</u> Sausages Baked beans Scrambled egg Mushrooms Roasted tomato Hash browns Toast Pastries Fruit platter Orange juice	<u>Option 2 –</u> <u>Lunch Buffet £21.50 per person</u> Bridge rolls Trio of cocktail sausages Potato wedges Breaded mushrooms Kettle crisps Cheeseboard Fruit platter Mini desserts/cakes
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Refreshments

An unlimited tea and coffee station can be set up in the room for the following. A member of staff will enter the room at pre agreed times to restock the station through the day

Up to 50 people - £120

Up to 100 people - £175

Up to 200 people - £225

Add biscuits for £1 per person, per sitting or pastries for £1.50 per person per sitting

Team building activities onsite

There is a wide range of activities utilising multiple businesses onsite and suitable for all ages and abilities on Westmill farm all within walking distance.

Golf/footgolf/disc golf – a 6 hole par 3 course run by Three lakes so the most flexible activity to schedule into your day.



Opening Spring 2026-The games room – 7 games such as floor shuffle and curling located directly behind our function rooms. Suitable for all.

Edge outdoor activities – Located just a short walk from our function rooms this company offer activities for those looking for an adrenaline high! High ropes, axe throwing, segways and more this company is sure to get the heart racing!



Artshed arts – for those looking to a more relaxing activity, Artshed arts offer glass fusing, pottery painting and more. Some of their crafts can also be set up in your designated function room so no need to leave!

The Games Room, Edge outdoor and Artshed are all separate business on the Westmill farm site and run independently.

Three lakes will initiate first contact with the relevant companies you wish to book but it is the responsibility of the booker to book and pay for the activities with the relevant companies

Booking Form

Please email completed forms conferences@threelakes.co.uk

Meeting date			
Set up time			
Arrival time of delegates			
Estimated number of delegates			
Meeting finish time			
Wording for sign outside of function room (e.g Three lakes first aid training)			
Room required	Arched barn	Old tack room	
Layout preferred			
Breakout tables required	Yes (how many)	None	
Projector or flip chart required	Projector	Flip chart (how many?)	
Catering required	Option 1	Option 2	None
Service time for catering			
Dietary requirements for catering			
Tea/coffee station required	Yes	No	
Scheduled breaks for refreshment restocking			
Biscuits required (if so when)			

Invoice Details

Three Lakes will work from the completed Booking Form that is submitted by the Client, any changes or additions made on the day that vary from the completed Booking Form, Three Lakes cannot guarantee as being available.

If opting for catering, please make Three lakes aware of all dietary requirements when booking.

We, the Client, understand that if the Event is cancelled 7 days or less prior to the date of the event, we will be liable for the full cost of all the arrangements made as set out and submitted in the Booking Form.

PAYMENTS MUST BE MADE NO LATER THAN 7 DAYS PRIOR TO YOUR MEETING DATE,

**FAILURE TO PAY PRIOR TO THE EVENT WILL RESULT IN
THREE LAKES CANCELLING THE EVENT.**

Signed: (The Client)

Dated.....

Company name	
Invoice name/address	
Booking contact	
Purchase order number if required	
E-mail address	
Contact number	