



THE RECTORY



MEETINGS AT THE RECTORY

Choose a meeting and events venue with a difference. Whether you are looking to hold an important meeting, business group dinner, team building event, an appointment with clients or launch a new product, The Rectory is the ideal venue.

The Rectory Hotel • Crudwell • Malmesbury • Wiltshire • SN16 9EP
T: +44 (0)1666 577 194 • F: +44 (0)1666 577 853
info@therectoryhotel.com • www.therectoryhotel.com



THE RECTORY



MEETING FACILITIES

The Rectory is small enough to be intimate, yet large enough to offer a dedicated and professional service. We are able to offer delegates the privacy and seclusion required for important business meetings, conferences and away days, with overnight accommodation if required.

Our meeting room, The Conservatory, is ideal for holding conferences and private meetings. This room is located, as the name suggests, on the ground floor with doors that lead directly onto the landscaped gardens – providing a peaceful, tranquil and secluded setting for your meeting or seminar.

The room accommodates up to approximately 30 delegates boardroom-style and up to approximately 50 delegates theatre-style and the Morning Room and Bar can provide “break-out” facilities should you require them before, during or after your event.

Flip charts & pens, projector and screen, high speed wi-fi internet access and pens and paper are all provided with our compliments. We also offer email, fax and photocopying services should they be required.

Complimentary car parking in the grounds of the hotel is provided for up to 40 cars.

It is our policy to be totally flexible in meeting your specific requirements and we will always accommodate them wherever possible.



THE RECTORY

DELEGATE RATES

24 Hour Delegate Rate £140.00 inc. VAT (based on single occupancy)

- Bed and Breakfast
- Conference facilities - including room hire
- Two course plated buffet lunch
- Tea and coffee mid morning and mid afternoon
- Water and cordial on table
- Flip chart - marker pens
- Paper and pens
- £19.50 allocation towards evening meal

Daily Delegate Rate £40.00 inc. VAT

- Conference facilities - including room hire
- Two course plated buffet lunch
- Tea and coffee on arrival, mid morning and mid afternoon
- Water and cordial on table
- Flip chart - marker pens
- Paper and pens

Breakfast Meeting or Half-Day Rate £20 inc. VAT

Corporate Room Rates

Guarantee 10 nights accommodation a year for Bed & Breakfast, per night (including VAT).
£100.00

Guarantee 20 nights accommodation a year for Bed & Breakfast, per night (including VAT).
£85.00

Please see our website for more information, details and photographs

www.therectoryhotel.com



THE RECTORY



DINING FACILITIES

With our wood-paneled dining room, conservatory and excellent team of award winning Chefs, the hotel can offer a variety of dining options.

In addition to our breakfast and dinner service for residents from our seasonal and locally sourced menu, we offer business breakfasts from 7.30-10am each weekday morning.

The Hotel's Conservatory is perfect as a private dining room for lunch or dinner. Here, we can accommodate up to 30 diners, with beautiful views across the gardens. Alternatively, for a more relaxed lunch or dinner, we can offer a buffet for up to 45 diners.



THE RECTORY

EXCLUSIVE USE



We offer exclusive use of the hotel to allow for ultimate privacy and luxury. With our professional staff to assist to your every need, you can easily combine business with pleasure. This option allows you to make the hotel your home, tailored to your group's requirements.

We have 12 individually decorated bedrooms; each is named after one of the Cotswold Hills for which the area is famous. All rooms have a mix of contemporary & antique furniture, deep baths, power showers, fluffy towels, bathrobes and Egyptian cotton bed linen.



During the day, we are happy to arrange group corporate activities in the area, such as clay pigeon shooting, karting or quad biking.

Alternatively, our bar and morning room are perfect for relaxing with your group. Enjoy an afternoon cocktail with our large selection of magazines, or sit by the fire in the winter with a warming digestif.

Before dinner, allow us to arrange an aperitif perhaps accompanied with canapés, before moving through to the dining room where your meal can be as formal or relaxed as you wish.



The following morning, enjoy breakfast in the dining room and relax with the morning papers before departing at leisure.

Exclusive use is available at £3500 during January, February, March, October and November and £4500 during April, May, June, July, August, September and December. This includes all 12 bedrooms bed and breakfast, and the property and grounds.

Discounts may be available for mid week bookings, depending on hotel availability. Please contact us regarding rates.



THE RECTORY



MEETINGS AT THE POTTING SHED

The Potting Shed Pub is our country dining pub, only 200 yards away from the Rectory. We offer top British traditional pub food, great service, well-kept beers, and a warm and welcoming atmosphere.

Our private dining room - The Hide - is tucked behind a thick stone wall, set back from the rest of the pub, and overlooks the pub garden. It provides the perfect venue for a casual brainstorming session with colleagues or a laid-back lunch with up to 14.

Whilst not a conferencing facility, we do have a day delegate package available for booking "The Hide" for business use.

£20 per person includes: Room hire, cafetiere coffee & tea on tap, still & sparkling mineral water, and a one-course lunch:

- Homemade Wiltshire venison burger, triple cooked chips beetroot & apple chutney
- Beer battered hake, triple-cooked chips, tartar sauce & mushy peas
- Hot chicken & bacon club sandwich, with triple-cooked chips
- Or our vegetarian main course option from the Pub's normal menu, which changes monthly

To enquire, please contact Laura on 01666 577833 or bookings@thepottingshedpub.com