

Looking to hire an affordable meeting or training room?



Melbourne Avenue, Chelmsford, Essex, CM1 2DX
0300 555 0500
parksidecommunity@chp.org.uk



Parkside community hub room hire

We have a number of rooms available to hire either per hour or for the entire day. The building is conveniently located just outside of Chelmsford town centre, is fully carpeted, and on one level. The IT suite is fully air conditioned. There is private parking for up to ten cars.

IT suite

The IT suite has ten workstations with height adjustable screens, desks and chairs. Software includes Office 2010, and course specific software as requested. The room is fitted with a projector to enhance the learning experience, making it ideal for interactive workshops and one-to-one training.



Training kitchen

A fully equipped kitchen for users to gain practical experience in a realistic working environment. A wide range of equipment is available to use throughout the day at no extra charge. The kitchen can accommodate groups of up to four and has a height adjustable work station.



Meeting room one and two

These two meeting rooms are identical and can be hired separately or combined. As separate rooms they can seat up to six people around tables or 10 people theatre style. Combining the two rooms makes it the largest room available at the Hub, which can seat 20 people theatre style and 12 people around tables. A variety of seating layouts are possible and the walls are suitable to



display presentations making this an ideal room for training sessions, presentations or board meetings. When split, the room is ideal for small meetings and interviews.

Meeting room three

Meeting room three can comfortably seat up to eight people in a boardroom style and 16 if laid out in theatre style. Sofas and coffee tables are also available. The room is equipped with private drinking facilities and is ideal for small business meetings, one-to-one meetings or training workshops.



Meeting room four

Perfect for meetings, team days or training sessions, comfortably fitting up to 10 people, or 20 people standing. The tables allow you to either sit together or split into smaller groups. Sofas and coffee tables are also available. The room is equipped with a sink and hot and cold water facilities.



Equipment for hire

We are able to provide the following equipment and technical support free of charge if required (please confirm at time of booking):

- Flip charts (complete with paper and pens);
- Portable data projector;
- Mobile hearing loop facility;
- Laptop.

How to book

Contact us on 0300 555 0500, email parksidecommunity@chp.org.uk or visit our website chp.org.uk/communityhub to book your room online.

Find us

Our address is:

Melbourne Avenue, Chelmsford, Essex, CM1 2DX.

