



HAUGHTON HALL HOTEL  
& *Leisure Club - Shifnal, Shropshire*



CONFERENCE | BANQUETING | EVENTS

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FOURTH EDITION

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# Welcome to Haughton Hall Hotel & Leisure Club

## Thank you for your recent enquiry with Haughton Hall Hotel & Leisure Club for our Conference, Banqueting & Events details.

Haughton Hall Hotel has an enviable reputation for its warm hospitality, professional service and attention to detail, along with a great location just 1 mile from the M54 and close to Telford. Set amid its 35 acres of natural wood and parkland it is the ultimate escape. We can tailor a package to suit your individual requirements and with its high ceilings and imposing facade combined with the contemporary facilities, Haughton Hall can add a touch of old world charm to any event.

We offer a choice of two Banqueting Suites, many smaller rooms for meetings and private dining and the new Summer Marquee. The Manor Suite is the largest permanent room, and can accommodate up to 180 people. The Summer Marquee is located at the back of the hotel and joins straight on to the building with amazing views over the Gazebo and rear grounds and has a capacity for 300 guests or delegates.

Whether you are planning a small intimate gathering, Christening or School Prom, a large formal Event or just an evening reception, Haughton Hall Hotel is the perfect venue with some great menu options and packages available to suit all budgets. We run our own Tribute Nights and theme events like Hollywood Parties and regular Murder Mystery Events throughout the year and are happy to help plan your own similar event, so please email our Conference & Events department on [events@haughtonhall.com](mailto:events@haughtonhall.com) or call us on 01952 468300 should you wish us to show you round the facilities we have to offer, and to discuss your individual requirements.

Please also see our terms & conditions on page 19 for details of our deposit and payment schedules along with some important booking conditions.

We look forward to hosting your event, so please feel free to contact the Hotel if we can help in any way.

Yours sincerely,

*Events Team*

# Events & Meetings Rooms



## The Garden Suite

With fantastic views overlooking the hotel grounds, this suite is ideal for the smaller more intimate events, dinners or meetings, and provides the facilities to accommodate up to 40 guests for a sit down meal. The suite is ideal for theatre style events up to 60 guests.

## The Brooke Suite

The Brooke Suite is situated between the Manor and Garden Suites and is perfect for around 40 guests for a sit down meal or can be used as the area for evening buffets for guests using the Manor Suite or even as the location for a photobooth and may be available for a small room hire charge as part of the main event or as an office area for the organiser on larger events.



## The Charlton Room

The smallest room but ideal for private dining on one table or small meetings up to 14 guests.

## The Manor Suite

Situated on the ground floor, this suite has its own private bar and entrance, and can accommodate up to a maximum of 120 guests for a sit down meal and 180 guests for an evening finger buffet party. The Manor Suite can accommodate up to 180 guests theatre style for presentations.



# Events & Menus



## Marquee

The Marquee is erected overlooking the South facing lawn & Civil Ceremony Gazebo and is available from May to September each year, and is available to hire for an additional fee in addition to your chosen meal or buffet. It can accommodate up to 280 guests for sit down meals or 300 for finger buffet receptions, along with a disco or live music and a dance floor and has its own built in bar. It can hold 300 delegates theatre style.



On the following pages are a selection of events and menu's that we are able to cater for at Houghton Hall Hotel.

We are happy to work with your theme, plans and budget to try to accommodate your event, so please contact us to discuss your exact requirements and to obtain a written quote.

Some events may be charged a room hire cost in addition to the menu costs, but this depends on the time of year, minimum numbers attending and our availability.

Please ask for more details and a firm quote.



- Dinner Dances
- Children's Birthday Parties
- Christenings
- School Proms
- Anniversary Breaks & Re-Unions
- Family Celebrations
- Charity Balls & Auctions
- Private Parties for Seasonal Events like Christmas Parties
- Traditional Weddings & Civil Ceremonies
- Asian Wedding Celebrations
- Sports Dinners & Guest Speakers
- Corporate Functions or Away Days
- Fashion Shows
- Ladies Lunch or Afternoon Teas
- Theme Evenings like Hollywood or Murder Mystery Dinners & Weekend Breaks
- Large Projector Screen Viewing of Major Sporting Events
- Conferences & Meetings
- Seminars, Product Launches & Car Shows
- Exhibitions, Craft & Antique Fairs
- A huge Walled Garden suitable for Concerts, Festivals and any outdoor event
- Team building or Activity Day within our 35 acres of grounds
- Sporting & Spa Pamper Days (beauty treatments can be built into a bespoke package)



# Buffet Menus

## Sit Down Hot Buffet

Home Made Cream of Tomato and Basil Soup served with Croutons (V)

Or

Chicken Liver Terrine served with French Leaves, Fruit Chutney and Toasted Ciabatta

### Followed by -

Cottage Pie  
Thai Green Chicken Curry  
Roasted Vegetable Chilli (V)

### Selection of Salads including:

Potato Salad  
Mixed Salad Leaves  
Tomato & Onion  
Coleslaw  
Bread Basket

Apple and Mixed Berry Crumble served Warm with Custard

Or

Fresh Fruit Salad

Or

Chocolate Fudge Cake with Cream

### 2 courses / 3 Courses

2024 - £25.95 / £29.50

2025 - £27.95 / £31.50

(Please enquire for later years)

Add Coffee & Mints for £3 to rates above

Available for minimum of 20 people

## Finger Buffet Selector

Please choose 7 items. Extra items are £1.50 each

### Hot Buffet items:

Ciabatta Pizza (V)  
Spicy Potato Wedges (Vegan)  
Pork Sausage Rolls  
Vegetable Spring Rolls or Samosas (Vegan)  
BBQ Chicken Wings  
Salt & Pepper Chicken Drumsticks  
Home-made Burger Sliders

### Cold Buffet items:

Chefs selection of freshly made quarter cut sandwiches with various fillings  
Scotch Eggs or Pork Pies  
Coleslaw or Potato Salad (V)  
Tomato & Red Onion Salad (Vegan)  
Selection of Quiche  
Dressed Salad Leaves (Vegan)  
Penne Pasta Salad with pesto dressing (V)  
Mirror of Cold Meats and cheeses (£3 supplement pp)

### Sweet options:

Chefs Selection of Gateaux  
Cheesecake or Fudge Cake  
Mirror of British & Continental Cheeses (£2 Supplement pp)  
Mirror of Fresh Fruit & Macaroons

2024 - £17.50 - 7 items  
(Extra items £2pp)

2025 - £19.50 - 7 items  
(Extra items £2pp)

(Please enquire for later years)

# Hog Roast or Barbeque

Why not take advantage of 35 acres of land and have a barbeque or hog roast on our grounds.

## Hog Roast

(Minimum of 80 guests)

A delicious and juicy whole spit roasted pig, served with the following:

- Baps
- Stuffing
- Apple Sauce
- Crackling

Plus 3 Salads of your choice, choose from the following:

- Coleslaw
- Penne Pasta with Tomato
- Red Onion, Basil and Tomato Salad
- Cucumber and Fennel Salad
- Potato Salad
- Mixed Salad

Add an extra Salad for £1 per person  
Add Jacket Potatoes for £1.50 per person

2024 £22.95 per person  
2025 £24.95 per person  
(Please enquire for later years)



## Barbeque

(Minimum of 80 guests)

- Beef Burgers
- Sausages
- Chicken Drumsticks
- 4oz Steaks

Field Mushrooms stuffed with Goats Cheese served with Fresh Pesto (V)

- A Selection of Breads
- Jacket Potato
- Corn on the Cob
- Coleslaw
- Green Salad

A selection of Dips, Relish, Barbeque Sauce

2024 £22.95 per person  
2025 £24.95 per person  
(Please enquire for later years)

### Optional Extras

- Selection of Desserts £5.95 per person
- Cheese and Biscuits £7.95 per person
- Coffee/Tea & mints £3 per person

# Canapes

Please choose 4 items

Chicken Tikka Bites on a Mini Poppadom with mango chutney & mint yoghurt

Palmiers (V)

Chicken Liver Pate on a Ciabatta Croute with Onion Marmalade

Welsh Rarebit

King Prawn Toast

Smoked Salmon Pin Wheels

Cream Cheese & Chive Pin Wheels (V)

2024 £7pp  
2025 £8.50pp  
(Please enquire for later years)



# Banqueting Selection Menu

Suitable for groups over 15 guests. Under 15 guests would usually choose from the restaurant menu.



Please select up to 3 Starters, 3 Main Courses (must include a vegan/vegetarian option) and 3 Desserts from the items below to offer to your guests. The hotel will need pre-order choices with final numbers in advance of the event date. Please ask for more details.

## STARTERS

### Home-Made Soups:

Leek & Potato, Roasted Butternut Squash & Cumin (V)

Carrot & Coriander, Cream of Mushroom & Thyme (V)

Roasted Tomato & Basil, Fresh Vegetable (V)

all served with ciabatta croutons

### Meat Starters:

Chicken Liver Pate – onion marmalade & ciabatta croutes

Chicken Salad - honey mustard dressing

Pork, Apricot & Sage with Ham Hock Terrine - plum & apple chutney

### Seafood Starters:

Classic Prawn Cocktail with marie rose sauce & brown bread & butter

Home-made Fishcake – salmon & prawn with sweet chilli jam

Smoked Salmon – sour cream & baby capers (£2 supplement)

### Vegetarian & Vegan Starters:

Fan of Melon with a berry compote (Vegan)

Greek Salad – feta cheese, mixed olives, red onion, cherry tomatoes & cucumber (V)

Buffalo Mozzarella with tomatoes & basil pesto (V)

Houmous and Flat Bread with sweet chilli sauce (Vegan)

## MAINS

All Main Courses are served with Seasonal Vegetables and Potatoes

### Meat Mains

Roasted Sirloin of Beef – Yorkshire pudding & pan gravy (£3 supplement)

Slow Roasted Blade of Beef – red wine gravy

Pan Roasted Chicken Breast – sausage meat stuffing & chipolata

Slow Roasted Belly Pork – apple compote

Roast Breast of Turkey – sausage meat stuffing & chipolata

### Seafood Mains

Grilled Fillet of Salmon – caper butter sauce

Fillet of Seabass – white wine and dill sauce (£1.50 supplement)

Baked Lemon & Thyme crusted Fillet of Cod

### Vegetarian/Vegan Mains

Pea & Broad Bean Risotto (V)

Mediterranean Vegetable Wellington – blue cheese sauce (V)

Stuffed Bell Pepper – lemon & herb cous cous & balsamic glaze (Vegan)

Rich Tomato Borlotti & Butter Bean Cassoulet with basmati rice (V)



## DESSERTS

Profiteroles – chocolate sauce & Chantilly cream

Set Vanilla Cheesecake – berry compote

Eton Mess

Raspberry Coulis

Apple & Mixed Berry Crumble - served warm with custard

Sticky Toffee Pudding – toffee sauce & vanilla ice cream

Dark Chocolate Brownie – vanilla ice cream

Blueberry Compote

Treacle and Apple Tart with vegan ice cream (Vegan)

Fresh Fruit Salad (Vegan)

Selection of British & Continental Cheeses, Celery, Grapes, Chutney & Biscuits (£3 supplement pp)

Freshly Brewed Coffee, Tea and Chocolate Mints (Additional £3pp)

2024 - £27.50

2025 - £29.50

(Please enquire for later years)

# Afternoon Tea

A new trend is to offer your guests Afternoon Tea rather than a formal 3 course meal for daytime events like fashion shows and charity lunches, and our selection of sandwiches, cakes and treats is great value and can be served at each table individually or from a buffet station.

## Afternoon Tea (minimum of 15 guests)

Roast Ham with English Mustard  
Egg Mayonnaise  
Chicken Mayonnaise  
Smoked Salmon & Cucumber  
Cheddar Cheese and Sweet Pickle  
On White or Brown Bread

Fruit Scones  
with Clotted Cream & Strawberry Jam  
Plus a Selection of Delicious Cakes  
& Sweet Treats

£18.50 per person



## Drinks

**Sparkling Prosecco, Italy: £6.00**  
Clean, dry and crisp, with a creamy nish

**Louis Dornier Champagne, France: £9.75**  
A light and refreshing Champagne of consistently high standard

**Bucks Fizz: £6.20**  
A refreshing mix of orange juice and Prosecco

**Galanti Pinot Grigio Rose Spumante, Italy: £5.50**  
Light, carnation-pink coloured rose with generous raspberry & strawberry fruit

**Pimms Cocktail: £6.50**  
A British Classic Summer favourite



# Children's Parties

**Packages from £250 for up to 15 children with additional children at £10.95.**

2 hours use of a suitable size function room.

Set meal of chicken nuggets, chips and beans or a selection of sandwiches with crisps, followed by vanilla ice cream

Jugs of fruit cordial throughout

Upgrade to a children's afternoon tea available for £7 extra per child.

**A disco or other children's entertainer or even our resident magician may also be added for an additional cost (you can also provide your own entertainment).**

A Platter of sandwiches with tea/coffee for parents can also be arranged - please ask for further details.

A £100 non-refundable deposit is required on booking to confirm the party.

Please note:  
Parents must be in attendance to supervise the party throughout.



# Haughton Hall Leisure Club

**All hotel guests have the use of the Leisure Club during their stay and opening hours are displayed on the website.**

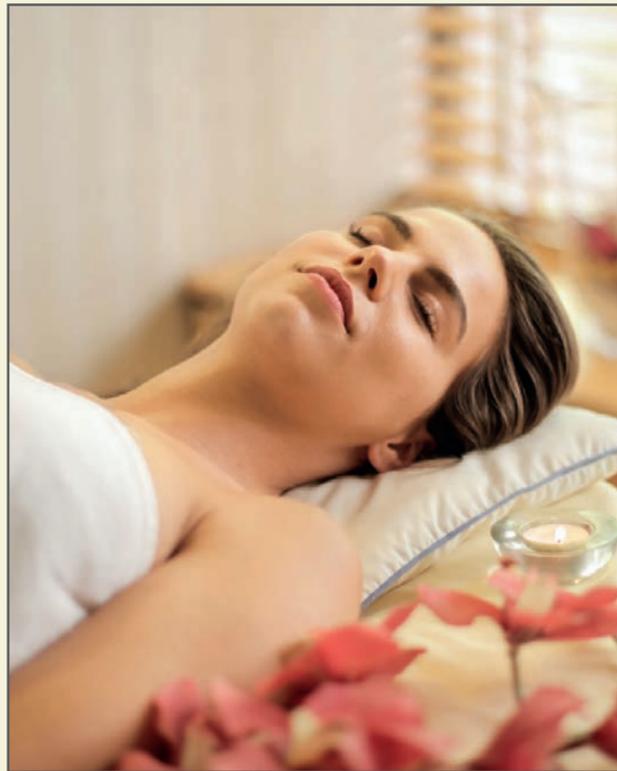
Facilities include a 15m indoor swimming pool, jacuzzi, sauna, steam room. A beauty treatment room is also available for additional charges by booking in advance.

## SPA PAMPER PACKAGES & CELEBRATION OR ANNIVERSARY BREAKS

**A great way to relax before your event, is to enjoy a day with friends on a Pamper Day at the Leisure Club. They are also popular as part of Hen weekend celebrations. You could enjoy a selection of treatments from our Therapist along with a Deluxe Afternoon Tea and spend the day in The pool, jacuzzi, sauna or steam room. Please ask reception for more details or view on the website for our latest prices and packages.**

Our new Celebration Breaks are ideal for a Birthday or Anniversary Gift with an overnight stay at Haughton Hall and more information is available on the website or from reception.

Leisure Club membership is also available and great for getting in shape and staying healthy. Our membership categories and prices are also available on the website or call 01952 468309 for full details.



# Conferences at Haughton Hall

With five meeting rooms to choose from plus many breakout areas, we can offer comfortable meeting space to suit all your needs. Our Manor Suite can hold up to 180 delegates, while the smaller Brooke Suite, Charlton & Garden Rooms are alternative spaces for up to 40 delegates each. Each room can be accessed via the main hotel reception although the Manor Suite also has its own entrance from the front drive, and each offer nearby space for breakout areas and refreshment service. Lunch can be served in the meeting room depending on the menu chosen and preferred timing and layout.

The hotel offers comprehensive delegate packages, which have been created to provide a complete organisers solution for your event, or alternatively the conference and meeting facilities are available on a room hire basis. These facilities are complemented by excellent accommodation and food and beverage service.

Your conference co-coordinator will look after your event from your initial enquiry right through to meeting you on the day to reconfirm your requirements and will also be delighted to quote for any additional equipment or services you may require. For every event, a detailed schedule indicating timings, the layout of the room, delegate numbers and costings, including your billing requirements will be provided.

Your meeting room together with any pre-ordered additional equipment will be checked and ready prior to your scheduled conference start time.

We are used to unusual requests; please do feel free to ask – even if you are working to a tight budget!

For further information on this package or any other enquiries, please contact our meetings & events team on 01952 468300 or email [events@haughtonhall.com](mailto:events@haughtonhall.com) and we will come back to you as soon as possible.



## Day Delegates Packages

Rates start from £35.00 per delegate for large events over 40 delegates and from £38.00 per delegate for smaller numbers (minimum of 8 delegates) and include:

- Breakfast baps on arrival (£3.00 extra pp)
- Mid-morning pastries
- A choice of lunch options:- Finger buffet lunch, restaurant hot and cold buffet lunch or working lunch in the meeting room.
- Still & sparkling mineral water
- FREE High Speed WiFi Internet access
- Hire of main meeting room
- LCD projector, flipchart & screen
- Organisers stationary kit
- Delegate pencils & pads



## 24 Hour Delegates Packages

Rates start from £130.00 per delegate and include:

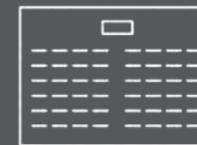
- Day delegate package plus:-
- A choice three course dinner menu in Oliver's Restaurant
- Overnight accommodation in an en suite bedroom
- Use of on site leisure facilities

Our Events team are available on 01952 468300 or [events@haughtonhall.com](mailto:events@haughtonhall.com) for enquiries and pricing options every day and we will try to arrange a package to suit your requirements and budget if we have the availability. We are very flexible and hope we can be of help.

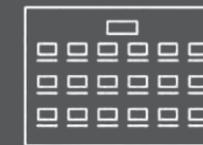


## LAYOUTS & SEATING NUMBERS

Room	Boardroom	Theatre	U-Shape	Classroom	Cabaret	Dinner	Dinner Dance
<b>Manor Suite</b> 23.6m x 11m x 3m Air conditioned Natural daylight Ground Floor	50	180	60	50	120	100	100
<b>Garden Room</b> 9.5m x 6m x 3.6m Natural Daylight Ground Floor	25	60	25	20	40	48	NA
<b>Brooke Suite</b> 9.2m x 5.8m x 3.7m Natural Daylight Ground Floor	25	60	25	20	40	40	NA
<b>The Charlton</b> 5m x 4.6m x 3.6m Natural Daylight Ground Floor	14	14	NA	NA	NA	14	NA
<b>Garden Marquee</b> 33m x 12m x 3m Ground Floor with disabled access Natural Daylight	100	300	100	160	300	280	250



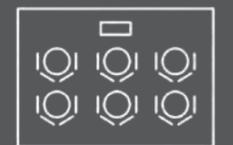
Theatre



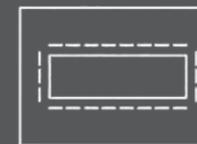
Classroom



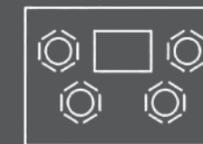
Banquet



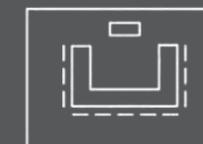
Cabaret



Boardroom



Dinner Dance



U-Shape



Hollow Square



HAUGHTON HALL HOTEL  
 & Leisure Club - Shifnal, Shropshire

# Accommodation

**Accommodation can be provided for any of your guests that are travelling or any of those that wish to make a short break of your Wedding.**

All accommodation is en-suite and many bedrooms provide scenic views across the 35 acres that make up Haughton Hall and its grand estate. Guests have complimentary access to our leisure club whilst staying at the hotel, including swimming pool, Jacuzzi, sauna, gym and steam room. The function bars are licensed until midnight. Hotel residents are able to enjoy further drinks in the residents lounge until late and charge to their rooms as no cash is taken over night.



## Four Poster Rooms

Four of our largest rooms are the Four Poster bedrooms all of which are individually decorated, and have a comfortable sofa in the bedroom. You can relax and watch all of the Sky & BT Sport channels, along with the full Sky Entertainment pack, in comfort and most of these rooms have great views over the hotel gardens.

## The Telford Suite

The Telford Suite boasts a large feature bed and raised platform with an LED lit rolltop bathtub in the room, along with a modern shower and ensuite. SKY & BT Sport channels along with the full Entertainment pack from Sky are provided on a large LED television. Most Bridal Couples opt for our two Suites and your chosen Suite will need reserving when the Wedding is booked with us to ensure it is available.



## The Boardroom Suite

The Boardroom Suite is very different from the Telford Suite and is made up of an oak panelled Four Poster bedroom, along with a large lounge and bathroom. SKY & BT Sport channels along with the full Entertainment pack from Sky are provided on a large LED television. Most Bridal Couples opt for our two Suites and your chosen Suite will need reserving when the Wedding is booked with us to ensure it is available.

**Classic Double, Twin and Family Rooms plus Manor Doubles also available.**

# Terms & Conditions

1. The Hotel requires a payment or deposit to be paid for bookings to be confirmed. All deposits and subsequent payments are non-refundable and nontransferable. Once the deposit has been paid, our terms and conditions below are deemed to have been accepted, whether a signed copy is returned by both parties or not.

To assist in couples financial planning for their Wedding, Haughton Hall Hotel is happy to offer a new payment plan style option to spread the costs into monthly payments from the booking date up to a short period before the wedding date as follows:

e.g. If the wedding cost is £5,250 in total and booked 12 months prior to the date, then we would take the first payment by credit/debit card, followed one month later by a direct debit only payment, with a fixed £500 a month for 9 months with the final balancing payment due 1 month prior with final numbers. Should any direct debit payments be declined for any reason, a further £25 administration charge would be made and payments would revert back to the standard payment conditions below.

If this option is not required, the standard deposit condition will be £800 for Manor Suite Weddings and £1,350 for Marquee Weddings - both due no later than 14 days after provisionally holding a date.

Further payments will be due:  
12 months prior - An additional payment to bring the total payment to 50% of the balance,  
6 months prior - a further payment to bring the total payment to 75% of the balance due, and  
3 months prior - the balance to bring total payments to 90% of that due.  
Final numbers and remaining balance are due 1 month prior to event.  
If any payments are missed after the first reminder, then a £25 administration charge will be added each time to the balance due.

2. All package rates and charges must be agreed prior to paying the deposit and both parties must sign the terms and conditions as liability for the balance rests with both parties equally. Therefore if payments are missed, both parties are jointly liable for additional costs and future payments. Rates are non-negotiable after this point and Wedding Packages cannot be altered to subsequent packages without additional fees. No changes of numbers attending are allowed once the final payment has been made and any over payments made cannot be offset against other services.

3. All rates quoted include the current rate of VAT, rates are subject to change accordingly.

4. Any additional charges on the day must be settled prior to checking out of the Hotel, unless otherwise agreed with the Hotel Manager in advance.

5. In the event of cancellation of any confirmed booking or non-arrival by the customer, the customer shall pay to the Hotel a cancellation or non-arrival fee. However, the Hotel shall do its utmost to re-let the space, but if having used their best endeavours, the Hotel is unable to do so, the following cancellation charges will apply:

- Event:
- a. Prior to 12 months - loss of all non-refundable deposits
  - b. 6-12 months - 50% of the expected total revenue
  - c. 4-6 months - 75% of the expected total revenue
  - d. 1-3 months - 90% of the expected total revenue
  - e. 1 month or less - 100% of the expected total revenue

Please note that once a booking is confirmed, changes of date are not permitted and would be subject to the cancellation policy.

In the event of cancellation, Haughton Hall Hotel will not enter into dispute with regards to the persons liable for the cancellation fee. In the event of a dispute between either name on the contract, Haughton Hall Hotel will deal with the person notifying of the cancellation. Either person will be liable for the FULL amount and we do not look to recover 50% from each party. Should the parties not settle the outstanding amount within the requested time frame, the case will be passed to solicitors to recover and all costs incurred will be also claimed for from the names on the contract.

The Hotel recommend that couples obtain cancellation insurance prior to booking the Wedding to protect themselves against accidents, ill health and other unforeseen circumstances including the failure of suppliers or couples breaking up. Details of links for sample policies for insurance providers can be found on our website, although Haughton Hall Hotel do not recommend any particular provider.

Hotel bedrooms:

- a. Unsold bedrooms will be released six weeks prior to event without notice.
- b. Reservation lists must be provided no later than six weeks prior to the event.
- c. All bookings must be guaranteed with a credit card.
- d. Discounted room rate only applies to the first ten bedrooms unless otherwise agreed.
- e. Individual bedrooms can be cancelled up until 12 o'clock the day prior to arrival.
- f. Check in time is 14.00 hours or later.

Guests arriving prior to 14.00 hours may leave luggage in reception if their room is not ready. Check out time is 11.00 hours on the morning of departure.

6. All cancellations must be made in writing otherwise 100% charge will be made for the total business lost.

7. The Hotel reserves the right to cancel any booking forthwith, without any liability on its part in the event of damage or destruction to the Hotel by fire or any other causes, any shortages of labour or food suppliers, strikes, walkouts or industrial unrest or any other cause beyond the control of the Hotel, which shall prevent it from performing its obligations in connection with any booking. In these circumstances, every effort will be made to accommodate the booking in another similar hotel of equal standard.

8. If the numbers of persons attending is reduced by 10% or more from the original number guaranteed, the Hotel reserves the right to change the booking to a different suite, or room (as best fits the numbers involved) and increase the rates quoted to cover for the subsequent loss in revenue.

9. The Hotel cannot accept responsibility for the property of customers or guests left in the Hotel. We refer to the Hotel Proprietors Act 1956, of which a copy is available for inspection at the reception desk.

10. The Client shall be responsible for any damage caused to the Hotel or the furnishings, utensils and equipment therein by the wilful act or default of the customer or guests of the customer and shall pay to the Hotel on demand the amount required to make good or remedy such damage.

11. The Client shall be responsible for the orderly and safe conduct of the function / stay and shall have regard to any regulations imposed by any competent authority, and shall ensure that nothing shall be done which will constitute a breach of the law or in anyway cause a nuisance or possible forfeiture of the Licenses for the sale of wine, beer, spirits or for music and dancing or other permissions attaching to the Hired Premises. In particular the Client shall ensure that there is no illegal betting or gaming. The Client shall fully indemnify the Company against any claims or loss or damage arising as a result of a breach of this clause.

12. The Client shall not store or place in the Hotel or the other buildings on the site or in the grounds any inflammable, combustible or objectionable substances or liquids. Chinese lanterns are Prohibited.

13. The affixing of signs, displays or wall decoration is prohibited.

14. We cannot allow food or drink other than that purchased on the premises to be consumed within the Hotel by the Client or guests of the Client. However, for Asian Weddings, where the Hotel has hired out the Marquee or function Suite for an outside caterer to attend, then our hire fee often covers the corkage fee. Please ask for more details at the time of booking.

15. Haughton Hall Hotel reserves the right to refuse the use of its name in any form of advertising or publicity.

16. The use of confetti canons, foil confetti or other non-biodegradable confetti is forbidden inside the Hotel or in the outside grounds and car parks at Haughton Hall Hotel. Limited biodegradable confetti may be used but not where it will be unsightly for subsequent guests.

17. Choice Menus may incur an additional Charge and must be ordered in advance.

18. Allergy information on each dish is available on request.

19. Fireworks will only be occasionally permitted and always prior to 10pm at the Hotel's discretion via our preferred supplier.

20. Public liability insurance is required for all external services along with Health and Safety procedures plus any other documentation required by the Law.

21. Any external suppliers requiring power in the grounds will need to provide their own generator.

22. The Hotel shall not be responsible for the music played by DJs and suggest customers discuss their preferred style of music prior to the day with the DJ directly.

23. The Hotel accepts no liability for non-attendance of third party suppliers, their equipment or quality of services provided.

24. Cakes should be delivered on the day of the function, no food storage is available.

25. All items belonging to the bridal party must be collected within 48 hours or will be subject to a storage charge of £50 per day.

26. The Hotel accepts no liability for any goods left on the premises before, during or after the event.

27. Inclement weather can affect outside ceremonies and so for the avoidance of doubt, the fee for an outside wedding is not refundable if the ceremony is conducted inside due to the inclement weather or other environmental issues. The Registrar and Duty Manager are responsible for the ceremony and may decline to conduct the ceremony outside irrespective of the wishes of others including the Bride & Groom, and their decision is final.

28. Access to the Hotel for preparation and decoration of the function room is normally available on the morning of the event. If the space is not in use on the evening prior, it may be possible to have access the night before, but this cannot be confirmed until a few days before the date as bookings change at short notice. If guaranteed access is required the night prior, then a hire charge will be made to cover our loss in revenue from such an event. Please ask for details before booking.

29. Hotel staff can only provide limited assistance in decorating the function room which will be limited to putting name cards and favours on tables, but these must be made ready in advance and in the correct order against the seating plan. Additional room decorations prior to or during the day and evening should be carried out by friends or family of the couple and the Hotel reserve the right to charge an additional fee if Hotel staff are required to assist.

30. The Hotel does not allow alcoholic favours on wedding tables. However, the Hotel reserves the right to charge £3 per alcoholic favour if found to have been brought into the Hotel to cover our potential loss of bar revenue.

31. It is our intention to provide an enjoyable stay for all our guests and to allow our neighbours the peaceful enjoyment of our rural environment. We therefore expect guests to be quiet and discreet in the accommodation wing and in the outside areas of the Hotel. Noise in the function rooms and bar will be controlled to prevent disturbance and guests are expected to co-operate with this noise control. Discos, live musical entertainment and other sources of noise must be managed sensibly by the provider who must obey the instructions of the Duty Manager. Music and entertainment must cease at the time agreed. This will be 12:00 midnight unless agreed in writing by the Hotel. The windows and fire doors in function rooms are not to be used for ventilation during functions where there is musical entertainment as this compromises part of the building's sound proofing. Guests are asked to be considerate when leaving functions and events at night avoiding noisy farewells in the car park, slamming of car doors and revving of engines.

32. Children under the age of 16 should not run around the Hotel corridors or grounds and must be properly supervised throughout their stay at the Hotel. They may not at any time sit at the bar and may not consume alcohol on the premises. Parents must keep a close eye on their children, and the Hotel cannot accept any responsibility.

33. Please be aware that Haughton Hall Hotel has a fishing lake and small pond within the grounds, and that parents should not allow children near them unsupervised, in case they slip and fall into the water. Adults should also be extra careful at night as there is limited lighting around these areas.

34. These Terms and Conditions are non-negotiable at all times and stand as a legal binding document.



  
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**By Road**

Haughton Hall Hotel and Leisure Club is situated in Shifnal, on Haughton Lane. It is just 1 mile from junction 4 of the M54, which links to Britain's motorway network.

**From M6 South**

Leave the M6 at junction 10a onto the M54. At junction 4 take first left signposted Shifnal. Before Shifnal town, on the A464 Priorslee Road you will approach a small roundabout where you will see a brown signpost for Haughton Hall Hotel where you turn left into Haughton Lane. Haughton Hall Hotel is situated approximately ¼ mile up on Haughton Lane on the left hand side.

**From M6 North**

Leave the M6 at junction 12, follow the North signs for Telford and the M54, off at junction 4. Take first left signposted Shifnal. Before Shifnal town, on the A464 Priorslee Road you will approach a small roundabout where you will see a brown signpost for Haughton Hall Hotel where you turn left into Haughton Lane. Haughton Hall Hotel is situated approximately ¼ mile up on Haughton Lane on the left hand side.

**By Rail**

Nearest Railway Station is Shifnal (regional). The station is approximately ½ mile away from the Hotel. Shropshire is linked by a regular main line rail service. For rail timetables please call 08457 48 49 50 or alternatively please use National Rail website link for route planner. [www.nationalrail.co.uk](http://www.nationalrail.co.uk)

**By Air**

The nearest airports to Shropshire are located in Birmingham (approx time 40 minutes), Liverpool (approx time 120 minutes) and Manchester (approx time 90 minutes) and East Midlands (approx 90 minutes). Birmingham and Manchester airports also connect to a mainline rail network.

**By Bus and Coach**

Shropshire is linked by a regular main coach service. For the National Express timetables please call 08705 80 80 80 Express or alternatively please use National website link for route planner. [www.nationalexpress.com](http://www.nationalexpress.com)  
For details of Bus routes and times within the county, please call the Shropshire Traveline on 0870 6082608 or alternatively please use Shropshire Traveline website link for route planner. [www.travelinemidlands.co.uk/JourneyPlanner](http://www.travelinemidlands.co.uk/JourneyPlanner)

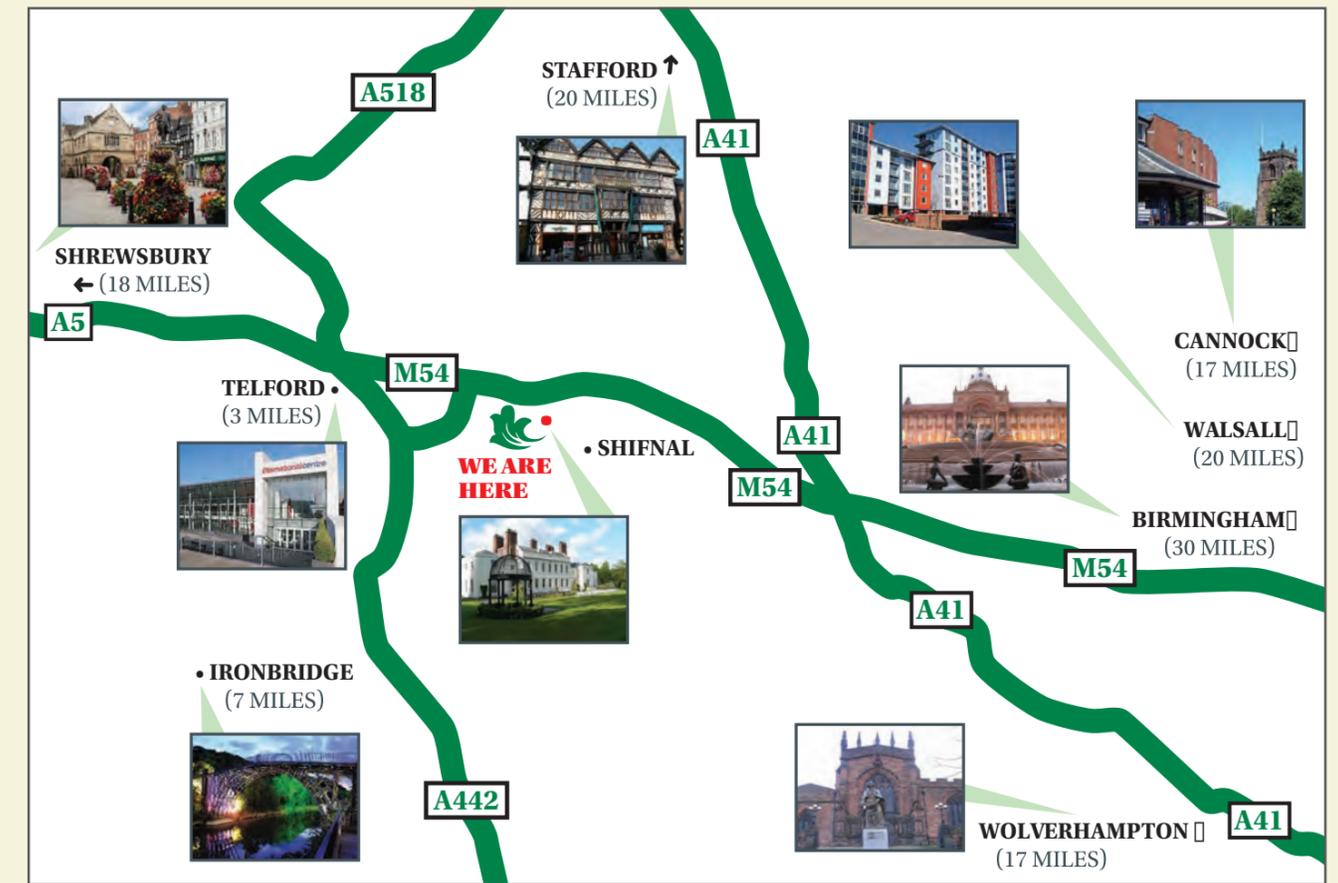


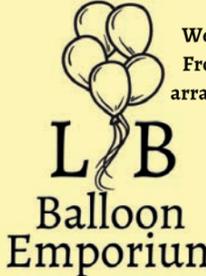
**Treasured Recommendations**

Displayed on these pages are companies that have shown to us a quality of service and a wealth of knowledge of the industry they work in. These are professional companies and trades people we use ourselves and are more than happy to recommend.

Please feel free to contact them, they will be happy to discuss your enquiry and have a verifiable record of success.

When contacting our trusted contractors, please let them know you saw their details in the Haughton Hall Hotel & Leisure Club brochure, so that they are aware their advert is working.





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