



Church Hire Information



June 2025

Summary

Thank you for hiring the church. We are delighted to make the space available to community groups, provided they respect the space and leave it as they found it.

Please ensure that you read the full terms and conditions in this information pack as they ensure that everyone benefits from the hire.

Your booking period must include time for setting up and clearing away. If you are early arriving or late leaving it may impact on other bookings.

If you need to move furniture do check with the church office that this is permissible and follow instructions to ensure there is no damage.

The church does not employ a vergers or caretaker. It is therefore important that you leave the church as you found it.

Please ensure that it is in a clean and tidy state. Information about cleaning materials, etc., can be found in this booklet.

Checklist

- ☐ Photograph the position of benches, chairs, items on the stage area before moving them.
- ☐ Replace everything moved from its original position.
- ☐ Check floors and benches for paper, crumbs, water bottles, etc. Cleaning materials are in the right-hand cupboard in the baptistry (near the font) at the back of church.
- ☐ Empty church bins into appropriate bins in the car park.
- ☐ Check that the toilets are clean and tidy and that taps are fully turned off.
- ☐ Turn off all the lights.
- ☐ Padlock the South Porch door and bolt the inner doors.
- ☐ Lock both locks in the West Porch glass doors.
- ☐ Return key as arranged (drop box outside West Porch)

Hiring conditions

1. You will not be able to enter the church before the time of the hire, so **remember to include in the booking period time to set up and clear away. You will need to have vacated the church by the end of the hire period** as it may impact on another booking.
2. If you overrun by more than 15 minutes you are liable for an extra hour's rental. If the next booking is adversely affected, you may have to pay compensation.
3. You need to **leave the church clean otherwise you may be charged for the cost of cleaning.** There are cleaning materials in the disabled toilet and kitchen servery cupboards, and there are vacuum cleaners in a cupboard near the font.
4. Smoking in the church is strictly forbidden and is against the law.

Facility Information

1. Church Office

a. The Church Office manages all church bookings, and all booking forms and payments should be sent to the Parish Administrator, Nick Bagge.

Church Office

St James's Church

St James's Road

Hampton Hill

TW12 1DQ

020 8941 6003

office@stjames-hamptonhill.org.uk

The office is open Mon, Wed, Fri 9.30am-12.30pm; Tue, Thu 12.30-3.30pm

2. Hire period

The Church is available for hire from 10am-11:30pm Monday to Saturday; and 12noon-3pm and 5pm-11pm on Sunday. Hire of the church does not include use of the hall. This would need to be booked separately.

3. Key

The church is not staffed outside the office hours; Hirers are given a key: this will open the main glass doors (in the West porch, by the Church Office); the padlock on the south porch (through the wooden internal doors) and the vestry door. All these doors need to be unlocked when using the church to provide fire exits.

You will be shown these when collecting the key from the office.

The key would need to be collected from the Church Office prior to the booking on an agreed time and date in advance of the booking.

Hirers retain the key for the duration of their booking and return it via the Church Office post box, unless otherwise agreed. Hirers are not able, nor permitted, to cut any key for the premises or lend their key to any party other than those named in the booking details.

4. Loading/Unloading - Parking

There are no restrictions to parking outside the church, though we ask Hirers and those attending events to park considerately, never blocking driveways of residents. There are six off-street parking spaces in front of the hall. These are shared with any hall users. All vehicles must be removed from the car park at the end of the booking period.

Facility Information

1. **Dimensions** The main body of the church is 20m x 15m x 7.5m in size. You are welcome to view the building during office hours when not in use.
2. **Lighting System** The church has both house lighting in the form of high-level ceiling lights and spotlights, and stage lighting. In addition there are larger stage lights that can be mounted to provide further options. The use of this lighting is included in some hire packages. Casual hourly rates do not include stage lighting and there would be an additional fee to pay. There are numerous power points that Hirers can use if required.
3. **Furniture** The majority of the seating is made up of wooden benches and chairs. There is seating for 90 people permanently out. More metal-framed chairs are kept in the storage cupboard and north aisle. Additional chairs, kept in the garage, can be made available with adequate notice. You need to inform the Church Office at the time of booking how many you will need as it will not be possible for you to access the garage. There is a selection of tables of varying sizes. Some are kept around the church; others are available with notice. Furniture is not to be removed from the venue.
4. **Sound Amplification** The church has a professional sound system installed, and a mix of headsets and stand microphones. The mixer desk can only be operated by someone trained to use it. The cost of a sound engineer is included in some hire packages. Casual hourly rates do not include an engineer and there would be an additional fee to pay. The church is in a residential area, and undue noise and disturbance are not acceptable. **Music must be turned off by 11pm Mon-Sat, 10pm Sun.**
5. **Audio Visual** The church has a large screen and projector. This can be used to show films or still images, or be used for lectures using PowerPoint, for example. The cost of an engineer is included in some hire packages. Casual hourly rates do not include an engineer and there would be an additional fee to pay.
6. **Streaming** The church has a four or five camera streaming system with a mixer desk. The cost of an engineer is included in some hire packages. Casual hourly rates do not include an engineer and there would be an additional fee to pay.

Risk Assessment

There is a general Risk Assessment for the Church, last reviewed in November 2024, as required by the Management of Health and Safety at Work Regulations 1999, Section 3, and Article 3 of the Regulatory Reform (Fire Safety) Order 2005. The Fire Risk Assessment has been carried out in accordance with PAS 70 guidance with only significant findings recorded.

This Risk Assessment covers general risks associated with using the building. A copy will be supplied to all hirers. It is important that users carry out your own Risk Assessment with a focus on the activity and the ages of those involved.

The Maximum capacity of the Church is considered to be 300.

These risk assessments apply to Staff, volunteers, and visitors. The risk assessments consider the requirements of persons with disabilities or special needs which, by the nature of the use in the buildings, will not always be present. The provision of measures to ensure the safe evacuation of persons with disabilities or special needs remains with the Responsible Person and is detailed in these risk assessments.

Schools and other organisations must provide the church with their Risk Assessment prior to the event/use.

General Information

1. **Heating** The hall's heating system is left switched on and has been set to maintain a steady 21-22°C (70-72°F). Please do not adjust the settings.
2. **Rubbish** Hirers are required to clear all rubbish from the Church before leaving. We ask all Hirers to bring bags with them. We encourage recycling, and there are several bins in the hall car park for this purpose. The large green waste bin is for non-recyclable rubbish. Failure to clear away could impact on the next booking, and we will charge an *additional fee* if our cleaning company has to do the work.
3. **Cleaning** **The Hirer shall at the expiration of the period of hire, leave the facility in a clean and tidy condition.** Floors should be swept and/or mopped as necessary, including the church building, kitchen servery, toilets, and lobby. N , servery cupboards and there are two vacuum cleaners in a cupboard in the baptistry (near the font). **Failure to comply may result in whole or partial loss of the deposit/or an additional surcharge.**
4. **Internet Access** The venue is equipped with WiFi internet – details are on the notice board.
5. **Catering** There is a small kitchen available for Hirer's use. It has hot and cold running water. There is also a Quooker tap, providing boiling water. Please follow safety instructions displayed in the servery. No children should be allowed into the servery and no one under the age of 18 should use the Quooker tap. There are also urns, catering sized teapots and some crockery. Hirers may bring in their own equipment, such as tea urns, providing that they are properly maintained and have passed an up-to-date safety test. Any external catering should be organised by the Hirer directly and supplied to and removed from the venue within the times of the booking. There is a fridge, microwave, and dishwasher. Tea towels, dishwasher tablets, washing-up liquid and bin bags are not provided. Hirers using the fridge must remove all foodstuffs at the end of their session and comply with appropriate hygiene standards. All crockery and cutlery to be cleaned and put away. All church equipment should be left clean and in a working condition.
6. **Storage** The church is not able to provide storage to Hirers.
7. **Insurance** Hirers are required to provide their own insurance to cover any equipment and materials brought into the venue as part of the booking.
8. **Toilets** The Church has two unisex toilets, one of which is suitable for people in wheelchairs. Baby changing facilities are also located in the disabled toilet.
9. **Activities requiring additional permission** If you are planning any activities on site that involve any of the following you will need to request permission before going ahead:
 - Painting – including but not limited to the painting of artworks
 - Hot works - including but not limited to the use of hot glue guns and soldering irons
 - Use of power tools - including but not limited to power drills, jigsaws and angle grinders
 - Use of flames
 - Face Painting – Face painting is considered a high-risk activity by most insurers, you may need to provide separate proof of insurance

10. Activities not permissible the following activities are not allowed:

- The sale of alcoholic drinks (though they may be offered by donation). Should you wish to sell alcohol you would need to apply for a temporary licence from the London Borough of Richmond upon Thames (it costs about £25)
- Smoke, dry ice foam and bubble-generating machines

Conditions of Hire

1. Agreement

- a. The application for Hire, when completed and signed by the Hirer, together with these conditions and any special conditions shall constitute the Agreement for Hire of the Church.
- b. The Hirer shall decide with the Church in respect of any other matter not provided for in these conditions at least 10 working days before the date of hire. Working days defined as: Monday to Thursday 9.30am to 5pm and Friday 9.30am – 2.30pm

2. Interpretation

- a. The 'Hirer' means the person hiring the Church and shall include any person purporting to act on behalf of such Hirer. No person under the age of 18 years will be accepted as a Hirer.
- b. The booking period means the period reserved for the Hirer.

3. Hire

- a. The premises may not be used for any purpose which is contrary to the teachings of the Church of England, or which could cause offence. At all times the church nature of the Premises must be respected. Any breach of potential breach of this condition will mean that the use of the Premises is withdrawn.
- b. The Hirer shall not use the Premises or allow the Premises to be used for any unlawful purpose or in any unlawful way nor do anything or cause any nuisance or inconvenience to neighbouring properties or bring anything onto the Premises which may endanger the same or render invalid any insurance policies in respect thereof.
- c. The Church may refuse any application for hire without giving a reason.
- d. Use of the Premises is limited to the accommodation hired and necessary facilities such as toilets.
- e. Applications for hire should be received by Church Office at least five working days prior to the hiring date, though it might be possible to accept requests outside this timescale.
- f. The Church may be hired for educational, charitable, and social meetings, concerts, etc. at the discretion of the Parochial Church Council (PCC).
- g. Hirers wanting to use the Church for public performances must obtain an occasional licence from the London Borough of Richmond upon Thames. It should be shown to the Church Office at least five working days before the date of the proposed hire. All licences or agreements necessary for the proposed use of the Premises are the responsibility of the Hirer (e.g., all public entertainment, theatre production, music and reproduction of recordings).
- h. Every activity carried on and any property left or retained in the premises is done at the Hirer's own risk. So far as is allowed in law, St James's PCC cannot accept responsibility for death or injury or for any loss or damage of whatever nature and howsoever arising, whether to property (including any vehicle) or otherwise.

4. The Hirer agrees:

- a. Not to create any nuisance, undue noise, or disturbance, whether to St James's Church or any owner or occupier of any neighbouring premises.
- b. To indemnify the PCC for all claims arising directly or indirectly from the booking.
- c. To ensure that the Church is left in a clean and satisfactory condition and any furniture and equipment used is replaced tidily where found. Floors throughout are to be swept and any spillage of food or drink on floors or furniture are to be properly removed by washing. **Failure to comply may result in whole or partial loss of the deposit as the PCC will be liable for additional cleaning charges.**
- d. The Hire period must terminate, and the premises vacated at the end of the booked period in accordance with the application form.
- e. The Hirer shall not use the Church or any part thereof for any purpose than that stated in the application and for which the same is let.
- f. The Hirer shall not sub-let or assign the Church or part thereof.
- g. The Hirer shall not use the Church or any part thereof outside of the time stated in the application form.

5. Payment

- a. All casual (single or infrequent) bookings must be paid for in advance of hire. The full hiring fee and the damage deposit of £75 or £125 must be paid before the booking is considered confirmed.
- b. All regular bookings (three or more dates) are invoiced midway through the Spring, Summer, and Autumn periods, aligned to school terms. Payment is required during half-term (i.e., half in arrears and half in advance).

6. Acceptance of Booking

An email will be sent as confirmation that the booking has been accepted, subject to the Hirer complying with these Conditions of hire.

7. Charges and Deposits

- a. Hire charges will be in accordance with the current charges as laid down by the PCC. The PCC reserves the right to vary the hiring fees at any time before the event for which the facility has been hired, notwithstanding that payment of the fee has been made giving one month's notice at any time. Charges are usually reviewed in the spring and any increase in fees is reflected in the autumn term (i.e., at the beginning of September)
- b. Deposits will be required for casual bookings. This should ideally be paid by bank transfer (BACS). In that instance the deposit will be refunded following the successful completion of the booking. In the case of a cheque, this can either be destroyed or returned to you (if requested). There may be a delay in refunding deposits until checks have been made to ensure the church has been left in a clean and tidy condition with no damage found. All refunds are carried out by our finance team and thus may incur a short delay (of up to 7 days) with this process.

8. Refunds

These will be made to the organisation, club or individual stated in the hire agreement. (We are unable to refund to individuals where the hire agreement is in the name of an organisation or club).

9. Cancellation

- a. **By the Church.** The Church may terminate any Agreement for Hire at any time up to and including the date of hire if the Church becomes aware of any fact which at face value is not in the interest of the Church to proceed with the hiring agreement or which might prejudice the Church's standing and responsibilities as a place of worship. The Church also reserves the right to cancel any hiring in the event of the Church requiring the property for the purposes of any Parliamentary, Local or European elections; for the purposes of civil emergency or any other event of local or national importance where the use of the premises by the Church is essential for the Church to fulfil its obligations, and where the need for the Church to have use of the premises was not reasonably foreseeable at the date of acceptance of the Application for Hire. In the event of such cancellation as much notice as possible of cancellation will be given by the Church to the Hirer but no minimum period is stipulated and the Church's liability to the

Hirer will be limited to a full refund of any deposit monies and any other payment made by the Hirer to the Church in respect of the hiring.

b. By the Hirer.

- i. Provisional bookings. There will be no charge for a cancellation of provisional bookings.
- ii. Confirmed bookings. Notice of cancellation must be received in writing by the Church Office no less than six weeks before the date of the hiring for a full refund. The damage deposit is refundable, and the percentage of the hiring charge refunded is otherwise as follows:

Notice period	Over 6 weeks	4-6 weeks	2-4 weeks	Under 2 weeks
% Refunded	100%	75%	50%	25%

iii. In the case of cancellation by the Church arising from the Hirer failing to comply with the conditions of hire, the full charge for the booking may be made.

c. In the case of cancellation by either party due to lack of heating, water etc., a full refund will be due for the period of hire when the facility is not used. Where the Hirer chooses to continue with the hire the full fee will be due.

10. Booked Period

- a. The Hirer will be responsible for arriving at the Church at the time of the booking.
- b. The booking period includes any setup and pack away time. **The Hirer does not have right of access to the Church before the start time of the hire and must leave the premises by the end of the booking period.**
- c. The Church will not be responsible for any loss to the Hirer due to the facility not being available at the booked start time. The Church's liability to the Hirer will be limited to a refund payment made for the unavailable booked period.

11. Breach of Contract

The Church shall not be liable for breach of contract or be held liable for any expenditure incurred or loss sustained, directly or indirectly by the Hirer because of refusal, cancellation, or termination.

12. Accidents

When any major accident occurs, please contact:

Church Office: 020 8941 6003 - during normal working hours; or Vicarage: 020 8241 5904; or Churchwardens (as listed on emergency notice).

13. Hirers Responsibilities

- a. The Hirer or the Organisation under whose behalf he or she is responsible or a responsible person, whose name and address has been notified to Church Office before the date of the hiring, must attend the premises throughout the hire period.
- b. The Hirer will be responsible for supervision, safety, control stewarding, admission, and removal of those attending the hiring and provide enough suitably qualified persons to carry out these responsibilities. The Hirer will always ensure adequate adult supervision of the entire premises and are also responsible for the care and safety of all children and vulnerable adults in their charge during their time of hire, including checking that entertainers and other employees have appropriate Disclosure and Barring Service (DBS) clearance.
- c. The Hirer shall ensure that all activities are conducted in an orderly and lawful manner.
- d. The Hirer must ensure that all nappies are either placed in the nappy bin in the baby-changing toilet, or, ideally, taken off site for disposal at home.
- e. Any windows and doors opened should be shut, and tables should be put back where they were found.
- f. Where the non-compliance of these conditions requires extra cleaning time an appropriate additional charge per hour will be made to the Hirer. This charge will be deducted from any deposit paid or invoiced later if greater than the deposit.
- g. The Hirer shall report any faults, damage, or lack of services, e.g., water, to the Church Office: 020 8941 6003 - during normal working hours; or Vicarage: 020 8241 5904 - if an emergency (e.g., flooding); or Churchwardens (as displayed on the emergency notices by both sets of glass doors).

h. The Hirer shall report any dissatisfaction with the booking during any induction procedure or to the Church Office within two working days to allow the concerns to be investigated.

14. Displays/Party Decorations

- a. Nothing is to be displayed or fixed in or on any of the Church without prior permission.
- b. All permitted decorations should be removed at the end of the hire period.

15. Music/Noise

Noise levels must be controlled so as not to cause annoyance to residents or other Hirers. Any officer/official of the Church responsible for the facility has authority to control the volume of sound caused by people, musical equipment or other noise making devices. **We ask that music stops at 11pm for consideration to neighbours. The premises must be vacated by 11:30pm.**

16. Children

- a. The Hirer shall ensure that children (under 16) are always supervised.
- b. The Hirer shall ensure no children enter the kitchen servery.

17. Animals

Only assistance animals for the disabled are allowed on the premises. The exception is for events that involve showing or demonstrations, however prior permission must be sought, these animals must be caged and only removed from the cage if held for a specific demonstration or showing and are not allowed to move around the floor area.

18. Insurance and Risks

- a. Hirers shall indemnify the Church from and against any claim for damages, costs or expenses which may be made against the Church in respect of personal injury, death, or loss of or damage to property sustained by any persons and occurring during or in consequence of the hiring and which shall arise from any act or omission by the Hirer or persons using any of the Church facilities.
- b. The Hirer is responsible for the preservation of good order and shall fully compensate the Church for any damage to the premises or any damage to, or loss of, other property of the Church of whatsoever description arising out of, or incidental to the hiring. Compensation will be deducted from any deposit paid or invoiced later if greater than the deposit.
- c. The Hirer is responsible for insuring their property and equipment against all usual risks.
- d. The Church does not accept responsibility for any clothing or property left by the Hirer, their guests, servants, agents or any member of the public during the period of hire.
- e. Public Liability Insurance is only valid for the church building during the booked period as stated on the application for hire agreement.

19. Health and Safety

- a. The Hirer is responsible for ensuring the maximum numbers on the application for hire agreement are not exceeded.
- b. Fire or appliances with naked flames are not permitted in or on any property subject to the Hire Agreement without the prior written consent of the Church. The Hirer will comply with all conditions attached to such consent.
- c. No alterations or additions may be made to the lighting or power arrangements existing at the time of hire without the written consent of the Church. The Hirer will comply with all conditions attached to such consent.
- d. The Hirer is responsible for ensuring that no exits or fire exits from or within the facilities are blocked inside or outside and that no chairs or obstacles are placed in the corridors, walkways or access areas leading to emergency exits and that fire appliances are not removed or tampered with.
- e. All Hirers are required to be familiar with the emergency evacuation procedure for the building (see Evacuation Instructions Guidance and Information Notes) and regular Hirers should provide evidence of regular drills when requested.
- f. In the event of a fire alarm being raised the Hirer is responsible for ensuring safe and immediate evacuation.

g. No furniture or furnishings may be brought into the facility either temporarily or permanently without prior written permission. Permission will only be considered where current Fire Regulations can be met.

20. Equipment/Storage

All Hirers - The Hirer shall not bring any equipment onto the premises without the prior permission.

21. Entertainment/Alcohol

- a. No alcohol may be consumed by adults at children's events.
- b. Alcohol is allowed at adult events. However, it **may not be sold** unless you apply for a temporary premises licence (this costs approximately £25) from the London Borough of Richmond upon Thames.

Please note that for all parties and events where alcohol is available the following may apply:

- a. If the church is not left in a clean and tidy condition or if any damage is sustained to the church, the deposit will not be returned.
- b. Any additional costs greater than the deposit will be invoiced to cover the outstanding amount.
- c. **A higher deposit of £125 is required if alcohol is available** during the hire period.

22. Parking - N.B. We do not guarantee availability. Vehicles must be parked in one of the designated bays in the hall car park. Under no circumstances must vehicles be parked in areas that are clearly not intended to be used as parking bays. No blocking of parking bays or double parking is allowed.

23. Broadcasting Rights

Broadcasting, filming, or photographic rights cannot be exercised without prior written consent from us.

24. Access

The Hirer shall, always, permit full access to the Church's duly authorised officers and agents to enter or inspect the hired premises. Police Officers always have the right of entry.

25. Termination of Hire and Exclusion from Premises

- a. If the Hirer shall refuse or omit to comply with any of the foregoing conditions or with any instruction conveyed to him/her by any officer/servant of the Church responsible for the facility on behalf of the Church, the Hirer and his/her servants may be excluded. Conduct during previous hires might result in future hires being denied, but without relieving them of their obligations under their contract.
- b. The Church reserves the right to halt or terminate the hiring at any stage in an emergency.

26. Additional Charges

Additional charges will apply:

- a. **When a hire begins before or ends after the agreed booked time.** This will be charged at the appropriate hourly rate plus 10%. If the overrun results in a following booking starting late, this will be charged at the appropriate hourly rate, plus 20%.
- b. **Where the Hirer has not left the facility in a tidy and clean state, the cost of bringing the church to the required level of cleanliness will be charged at the current hourly rate per member of staff.**
- c. Where there has been damage to the premises or damage to, or loss of, other property of the Church the Hirer shall fully compensate the Church. Additional charges will be deducted from any deposit paid and where charges are more than the deposit an invoice will be made for the remainder of the charges.
- d. When providing a service outside of normal operating hours/days.
- e. Where the Hirer is responsible for false activation of alarms, we will recover all costs incurred.
- f. Where equipment loaned is not returned.

Children/Young People and Vulnerable Adults

The Church has a responsibility to protect the community using its facilities and in the present case it does so by imposing a contractual provision on the Hirer. By signing the contract, the relevant Hirer agrees to comply with the Disclosure and Barring Service (DBS) standards which would be undertaken by consent of the prospective employees/volunteers. A failure of a Hirer to observe this condition would result in an immediate withdrawal of the use of the facilities.

Regular Hirers are expected to have completed all the relevant checks when applicable and be able to produce the documentation when requested by the Church.

Safety Instructions

1. When the Church is occupied, all doors must be available for use in an emergency, including the door in the vestry.
2. The person in charge (Hirer) must make themselves familiar with the fire instruction on the site, and they must ensure that any volunteers or paid workers are made aware of the instructions.
3. In the event of a fire or similar emergency, the person in charge must ensure that the building is immediately and safely evacuated and that the emergency services have been called.
4. All persons who are unfamiliar with the building should look around to check the whereabouts of exits from the building, where the fire extinguishers and fire alarm call points are.
5. When tables and chairs are laid out, consideration must be given to the provision of gangways between the rows which must be of sufficient width to allow access to disabled persons and wheelchairs, and especially egress in an emergency.
7. All fire exits must be always kept clear during the hiring.

Upon Discovering a Fire - Raise the Alarm

1. This is normally done by attracting everyone's attention.
2. Make sure that you and others around you leave by the nearest safe route. Do not re-enter the building until given the all-clear.
3. Call the Fire Brigade - Dial 999 using a mobile or ask a local resident. The Vicarage is next door to the hall (No 46).
4. Our address is: St James's Church, St James's Road, Hampton Hill, TW12 1DQ.



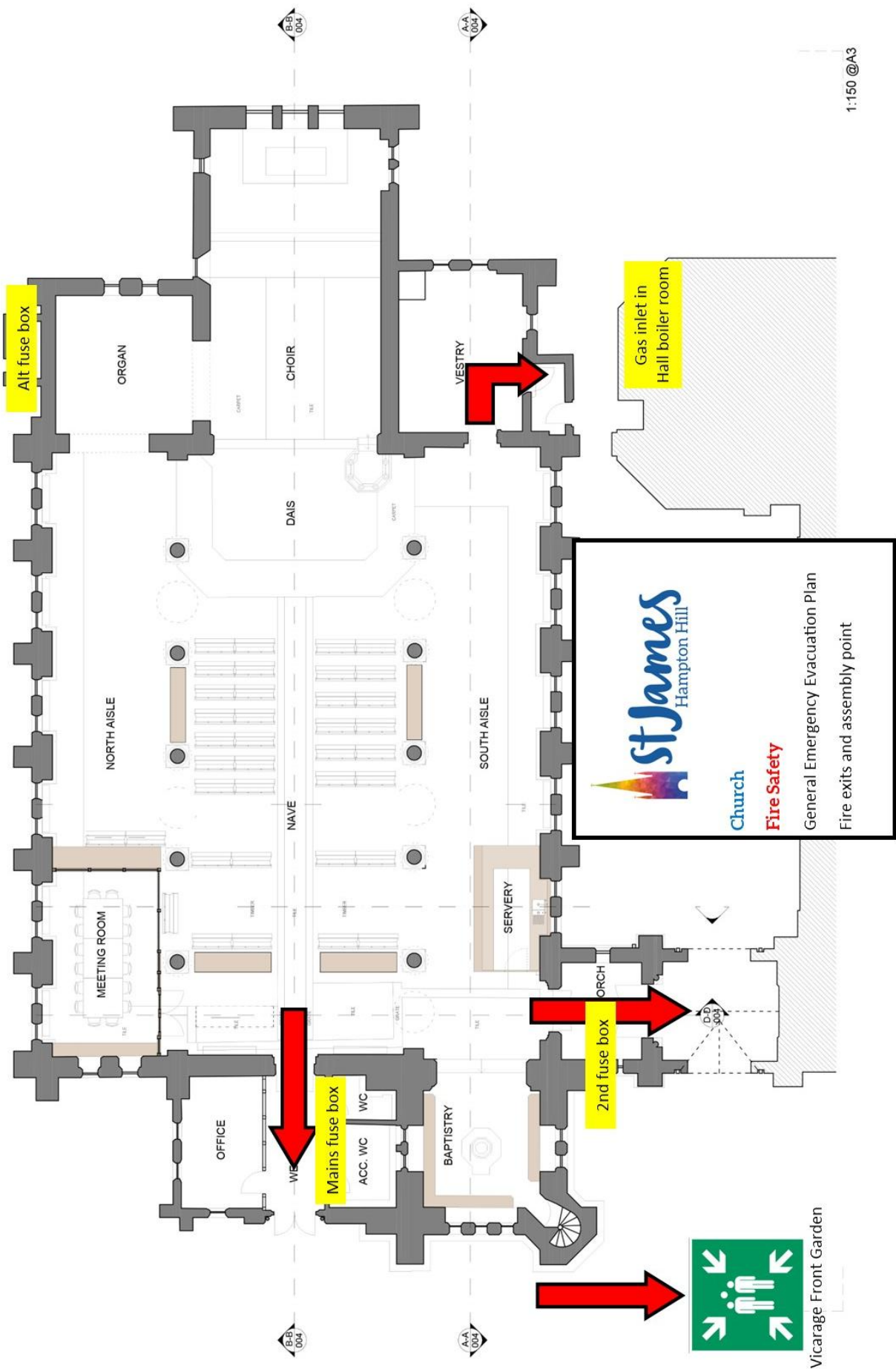
WHAT3WORDS

Church: [///mute.lush.prove](https://mute.lush.prove)
Hall: [///soup.guess.sample](https://soup.guess.sample)

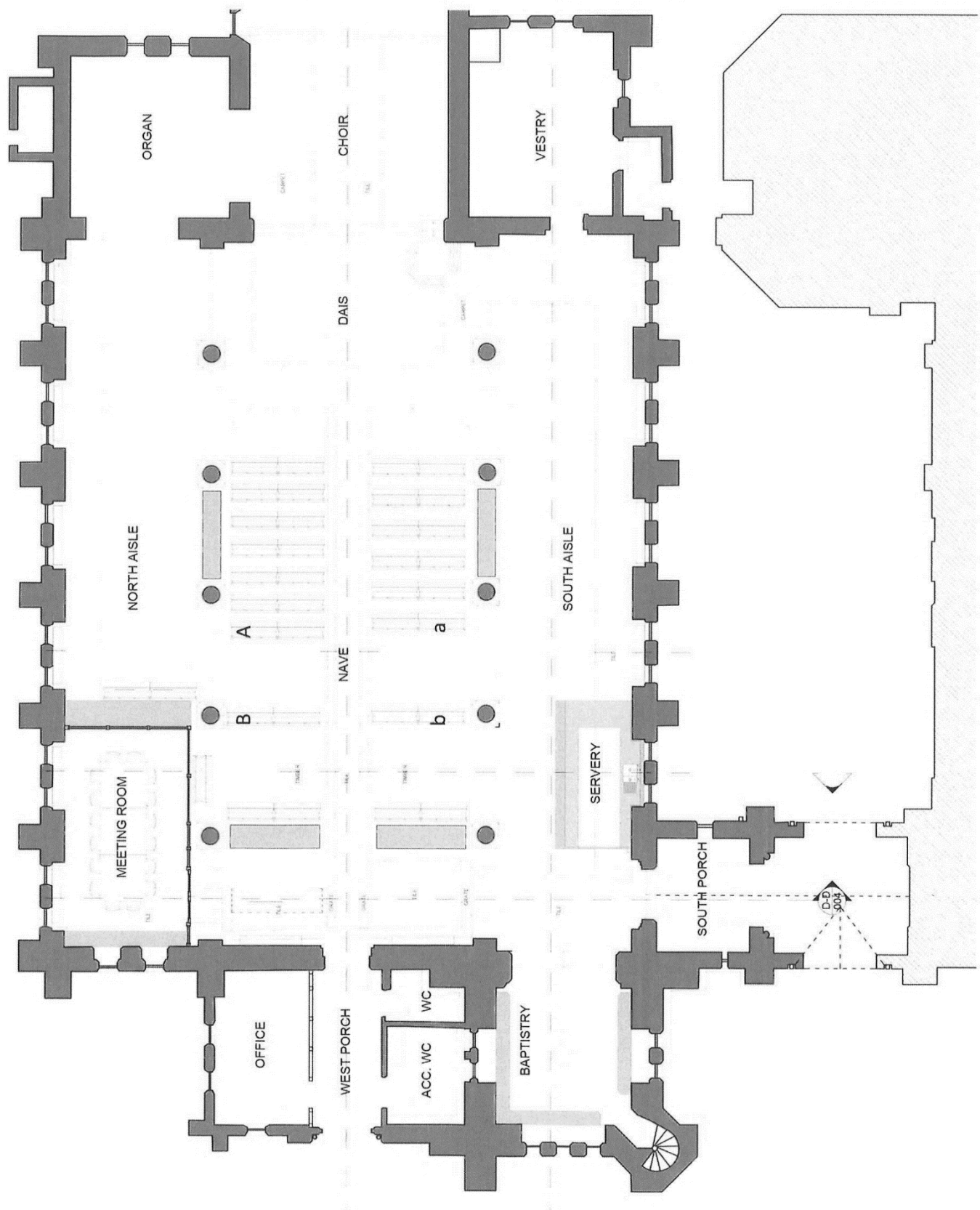
5. If utilities are affected contact the supplier
For gas, call Gas Emergency Contact Number: 0800 111 999
For flooding, call Thames Water 08459 200 800
For electrical faults, call EDF Energy: 0800 028 0247
6. Ensure there is clear access for emergency vehicles
7. Contact at least one of the following:
Administrator: Nick Bagge
Tel: 020 8941 6003 or 079 8621 5175
Church Office opening hours: Mon, Wed, Fri 0930-1230; Tue, Thu 1230-1530
Incumbent: Rev Derek Winterburn
Tel: 020 8241 5904

The Church does not have a fire alarm. It is the responsibility of the Hirer to keep a look out.

Fire Evacuation Plan



Church Plan



The seating should be left as it was found, i.e. 7 or 6 rows of benches. With 7 rows there are 3 spares, stored in the N aisle. With 6 rows, 2 spares in S aisle, five stacked (2+3) in N aisle.



020 8941 6003

**stjames-hamptonhill.org.uk
office@stjames-hamptonhill.org.uk**

This information was correct at 1 July 2024