

Receptions

at High Elms Golf Course

After funeral receptions

Thank you for your enquiry regarding your after funeral reception.

Our professional staff will help you to plan and organise your reception, giving you peace of mind at a difficult time.

Our function suite offers a private and adaptable space suitable for large and small numbers, and we have catering packages available to suit every taste and budget.

Our buffet menus use locally sourced, quality ingredients. Choose from hot or cold food or a selection of salads and sandwiches.

We will cater for you and your guests with sensitivity and professionalism.

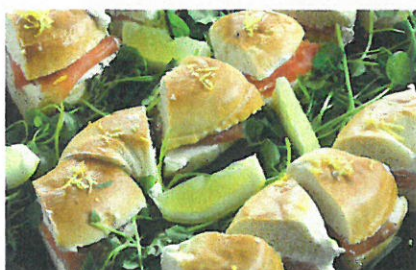
Please call us today and talk to one of our function organisers, who will help with the arrangements.

Kind Regards,
Scott Bartlett,
General Manager, High Elms Golf Course



What we offer

- Picturesque views over the golf course
- Large, versatile function suite
- Expansive patio area, extending towards the course
- Choice of menus
- Free onsite car park



To make an appointment to view High Elms Golf Course or for further information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms

Directions

to High Elms Golf Course

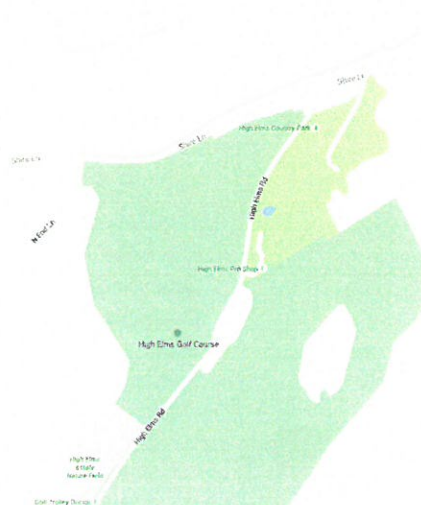
How to get here

By Car

The course is less than 5 minutes from junction 4 of the M25 and next to High Elms Country Park on High Elms Road, just off the A21, which connects the M25 to Bromley town centre.

By Train

Orpington, Knockholt and Chelsfield stations are all located within 4 miles of the course, connecting High Elms to London Bridge, Waterloo East, Charing Cross, and Cannon Street.



To make an appointment to view High Elms Golf Course or for further information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms



Menu

at High Elms Golf Course

Pearl Menu

£19.95 per person

Starters

Homemade leek and potato soup

Smoked mackerel, Moroccan couscous, harissa and mint yogurt

Kale, apple, fennel, goat's cheese and pumpkin seed salad
with lemon and maple syrup dressing

Mains

Roast corn-fed chicken breast, pancetta and wild mushrooms,
cider and shallot sauce

Pan roasted sea bass with potato and leek, saffron and garlic broth

Charred pepper and courgette risotto with basil pesto,
parmesan crisps, micro leaves

All mains served with rosemary and sea salt roasted new potatoes,
steamed carrots and thyme butter and steamed French beans

Desserts

Lemon posset with raspberry compote

Salted caramel and chocolate mousse

Passion fruit and yogurt panna cotta



To make an appointment to view
High Elms Golf Course or for further
information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms



Menu

at High Elms Golf Course

Platinum Menu

£30 per person

Starters

Chicken, pork, pistachio and apricot terrine, green tomato chutney

Sesame scallops, cucumber, wasabi aioli

Maple glazed parsnip and Israeli couscous salad

Mains

Veal chop, pine nut and anchovy aioli, watercress and lemon garnish

Roast cod with cauliflower, sprout tops, parsley bread sauce


Sweet potato and coconut polenta with Asian vegetable fricassee

Desserts

Compressed apple terrine with orange and dark chocolate

Rhubarb and custard panna cotta

Frozen chocolate parfait with raspberries



To make an appointment to view
High Elms Golf Course or for further
information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms



Menu

at High Elms Golf Course

Diamond Menu

£24.95 per person

Starters

Grilled king prawns, saffron aioli, pickled cucumber and micro herbs

Pulled pork fritter, homemade beans with corn succotash

Harissa roasted carrots, quinoa, mint and edamame beans

Mains

Roasted sirloin of beef, Yorkshire pudding and creamed horseradish

Roast sea bass, leeks, crab, capers and tarragon

Macaroni cheese with truffle oil, crispy cauliflower rice
and steamed chilli kale

All mains served with glazed potato dauphinoise,
steamed baby corn and carrots and sugar snap peas

Desserts

Dark chocolate and orange torte with toasted hazelnut crumb

Pineapple and black pepper cheesecake

Panna cotta with summer fruits



To make an appointment to view
High Elms Golf Course or for further
information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms

Buffet Menu

at High Elms Golf Course



Hot Buffet Menu

£17.95 per person

Choose three hot dishes:

Steak and pak choi noodle stir fry with chilli and oyster sauce
Chicken tikka masala with basmati rice
Moroccan style lamb tagine
Spicy meatballs with roasted tomato and garlic sauce and spaghetti
Cassoulet of Toulouse sausages and pork loin with cannellini beans
Grilled squid with chilli, parsley, garlic and lemon
Shallot tarte tatin, goat's cheese, basil pesto
Scallop, king prawn and chorizo skewers with mango and avocado salsa
Beer battered cod bites with minted mushy peas
Chargrilled squid with lime, chilli, tomato and rocket salad
Roasted cod with fennel, mussels, cherry tomatoes and lemon
Steamed spicy chicken noodles with pak choi, roast peppers and spring onion

Choose 3 sides:

Honey and thyme roasted root vegetables
Courgette fries, piri piri salt
Lyonnais potatoes
Charred asparagus, sea salt and olive oil
Roast new potatoes with mint, parsley and butter
Beetroot, pear and watercress salad with lemon and mint dressing
Couscous and paprika roasted vegetable salad
New potato, soft poached duck egg, radish and rocket salad
Asparagus and watercress salad with Asian lime and ginger dressing
Quinoa, avocado, feta and mint salad
Green salad

Bread basket selection

Add 2 dessert choices for £3 per person

Panna cotta with mango coulis
Sticky toffee pudding with toffee sauce
White chocolate and raspberry cheesecake

To make an appointment to view High Elms Golf Course
or for further information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms

Buffet Menu

at High Elms Golf Course



Bronze/Silver/Gold Buffet Menu

Included in all buffet packages:

Hummus with raw vegetables and wholemeal pitta
 Edamame beans with sea salt and soy sauce
 Parsnip and carrot crisps, sour cream and chives
 Sandwiches served on a selection of tomato and spinach wraps, farmhouse granary and bloomer loaf:

- Tuna mayonnaise and cucumber
- Free range egg with chive mayonnaise
- Wiltshire ham, tomato and Branston pickle
- Chicken, avocado and baby spinach

In addition to the sandwiches and accompaniments above, please choose from the menu below to complete your buffet selection:

Bronze package	3 items - £10.95
Silver package	5 items - £13.95
Gold package	8 items - £16.95

Cold Selection

Smoked mackerel, apple and sultana couscous, dill yogurt
 Roasted vegetable and feta skewers, basil pesto
 Mini naan bread with curried chicken
 Chicken, mango and pine nuts served in baby gem cups
 Homemade sausage, sage and onion rolls with Branston pickle
 Sweetcorn and red chilli cakes, papaya salsa

Hot Selection

Turkey, sage and onion meatballs, marinara dipping sauce
 Coconut chicken satay skewers
 Mini burger selection

- Beef with red onion and horseradish cream
- Salmon with avocado and lemon herb mayo

Crispy cod bites, smashed peas, homemade tartare sauce
 Chickpea falafels, chilli jam
 Crispy tempura carrot, courgette and peppers

Sides (£2 per portion)

Sweet potato fries with rosemary and sea salt
 Courgette fries, piri piri salt
 Skin-on chunky chips seasoned with rosemary and garlic
 Mixed leaves with cucumber, cherry tomato and spring onion
 Tomato, shallot and watercress salad
 Asparagus, spinach and kale salad
 Pearl barley tabbouleh
 Moroccan couscous and roasted vegetables

Desserts (£3 per portion)

Mini chocolate éclairs
 Mini raspberry and vanilla cheesecakes
 Fruit skewers

Cheese board (£4 per portion)

Served with bread, savoury biscuits and chutneys

- Cheddar
- Stilton
- Brie

Children's menu

£5.50 per person

Sausage rolls
 Chicken goujons
 Sandwiches - cheese, ham, jam, egg mayonnaise
 Homemade pizza baguettes
 Mini sausages

Fruit brochettes

To make an appointment to view
 High Elms Golf Course or for further
 information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms



Functions

at High Elms Golf Course

Room Hire

We offer a large function suite that can accommodate up to 110 guests for your reception and up to 60 guests for a sit down meal.

Monday to Thursday

All day £120

Friday

All day £300

Friday Evening

From 6pm £250

Saturday

All day £300

Saturday Evening

From 6pm £250

Sunday

All day £120

Sunday Evening

From 6pm £80

Please note the above hire charges do not include December.

To make an appointment to view High Elms Golf Course or for further information, please contact us.

Call 01689 858 175

Email highelms@mytimeactive.co.uk

Visit www.mytimeactive.co.uk/highelms



Bookings

at High Elms Golf Course

Booking Application Form

Name of Applicant

Applicant Address

..... Post Code

Daytime Tel Evening Tel

Mobile Tel

Email

Date Required

Times: From Until

Event Description

.....

Anticipated Numbers: Daytime Evening

Rooms Required: Function Room ☐ Restaurant ☐ Bar Only ☐

Outline Catering Requirements

.....

Licensed Bar: YES / NO

Additional Requirements. Include requirements for stage/microphone/projectors:

.....

PLEASE NOTE COMPLETION OF FORM DOES NOT GUARANTEE YOUR BOOKING

I hereby confirm that I have read and understood the terms and conditions for hire and agree to be bound by them.

Signature Date

Office use only

Booking taken by

ESP reference no.

Deposit Received

Additional Information

.....

Signature Date

Hire & Events Conditions of Use

1. CANCELLATION

- a) By the hirer
 - i) All cancellations must be made in writing to the manager of the venue. The booking shall not be considered as cancelled until written confirmation is received from the hirer.
 - ii) In the event of cancellation by the hirer the following cancellation fees will be due within two weeks of the date of the cancellation:
 - At least 12 months notice – room hire only
 - 6-12 months notice – room hire + £500
 - 3-6 months notice – room hire + £750
 - Up to 3 months notice – room hire + £1000
- b) Mytime Active
 - i) Mytime Active reserves the right to cancel any booking at any time should they require facilities in an emergency, and Mytime Active shall not as a result incur any liability for breach of contract.
 - ii) Any charges paid by the hirer will be refunded in the event of such a cancellation but Mytime Active will not be responsible or be liable for any other expenses incurred by the hirer either directly or indirectly as a result of such a cancellation.

2. PAYMENT OF CHARGES

- a) The room hire charge is taken as a nonrefundable deposit at the time of booking.
- b) The booking remains unconfirmed until written confirmation is sent by Mytime Active to the hirer.
- c) The final balance must be paid 14 days before the date of the event and any increase made after this time must be paid for prior to the event.
- d) All bar accounts must be settled in cash or by credit/debit card on the day of the event.
- e) Any late payment of charges by the hirer will be subject to daily interest equivalent to the Bank of England base rate + 10%.

3. CONFIRMATION OF NUMBERS

- a) Final numbers must be confirmed at least three weeks before the date of the event unless by prior arrangement with the catering manager.
- b) If actual numbers fall below 75% of that indicated by the hirer on the booking application form a £200 surcharge is payable by the hirer.
- c) For all functions with catering, food should be ordered for 100% of guests.
- d) The children's menu is available for children aged 11 and under.
- e) Where catering on site is available, no 3rd party may provide food or beverages without prior written permission from Mytime Active.

4. DAMAGE, LOSS OR INJURY

- a) The hirer shall ensure that the hired area is completely vacated and left in a tidy/orderly condition at the end of the period of hire.
- b) The hirer shall be responsible for and shall pay Mytime Active on demand the amount of any damage done to the fixtures, fittings, apparatus, equipment or other contents of the site resulting from the actions of the hirer or any guests of the hirer.
- c) Unless due to an act of neglect by a Mytime Active employee Mytime Active shall not be responsible for any loss of, or damage to, any party of the hirer, nor any loss or damage to any property or any person resorting to the site during the period of hire.
- d) The hirer shall indemnify Mytime Active against any claim which may arise, or which may be made by any person resorting to the site, and shall if necessary or if required by Mytime Active insure against such loss or damage to a limit notified in advance.
- e) The hirer agrees to Mytime Active being the sole judge of damage done and the amount thereof and to pay for any article belonging to Mytime Active lost or missing during the hire period.
- f) Subject to a risk assessment by Mytime Active, a suitable refundable Damage Deposit will be payable to cover:
 - i) Damage;
 - ii) Additional work caused by rooms being left in an unacceptable condition;
 - iii) If the hirer does not vacate the room by the agreed time
 - iv) Failure to comply with the conditions of hire.

5. ALTERATIONS AND FITTINGS

- a) The hirer shall not alter, discount, or in any way interfere with the electric or other fittings within the site without the consent of Mytime Active.
- b) Any electrical appliance supplied by the hirer must be maintained in a safe condition and correctly installed and be suitable for the voltage and loading of the electrical installation of the site. The hirer is wholly responsible for the safety of such appliances at all times whilst on the site and for any injury caused to any person. All portable electrical items must have a clearly identifiable PAT (Portable Appliance Test Label) dated within 12 months of the event.

6. MAXIMUM ACCOMMODATION

- a) The hirer agrees that the maximum number of people allowed in each area is determined by Mytime Active and that this figure will not be exceeded.
- b) Mytime Active shall have the right to exclude from the site any persons in excess of the maximum.

7. PARKING OF CARS

- a) Under no circumstances will Mytime Active accept responsibility for the loss or damage to any vehicle or any article left therein/on, whilst on the premises.

8. EXITS AND GANGWAYS

- a) Under no circumstances must any fire exit doors or fire routes be impeded by chairs, tables or any other equipment.

9. TIMES

- a) Start and finish times of all events must match those agreed on the booking application form.
- b) If the site is not vacated at the appointed time a full hourly charge will be levied.

10. REGULATIONS

- a) The hirer shall observe and in all respects comply with statutory requirements and those of competent authorities regulating the use of the site.

11. SECURITY

- a) Subject to a risk assessment by Mytime Active, the hirer may be liable for the employment of Door Security Personnel at a rate of two for the first 100 guests and one for each 100 thereafter. Only SIA qualified personnel are permitted to act as security according to Statutory Premises Licence Regulations. Rates will be notified to the hirer and payment will be made 14 days prior to the event.

12. INSURANCE

- a) Hirers must ensure that any second party employed by them, e.g. mobile DJs, have public liability cover to the value of at least £1,000,000 (one million pounds). A copy of the insurance certificate must be forwarded to the site before the function date.

13. DOGS

- a) No dogs or other animal (except Guide Dogs) shall be brought into or be allowed to enter the interior of the site unless by prior arrangement with the manager.

14. TERMINATION

- a) Upon any breach of these conditions by the hirer, the manager may terminate the event with immediate effect and Mytime Active will not be liable for any claim for compensation by the hirer. The Hall & Events conditions of use forms part of a contract. While most functions operate as planned, there are occasions where, due to unforeseen circumstances, the hirer has to cancel. It is advised that an insurance policy is taken out to cover any charges payable due to cancellation of the event.