

Funeral Gatherings at New Place Hotel



Welcome to New Place Hotel

We understand this is a difficult time for you, but we are here to help and guide you.

New Place is much more than the setting alone, using the expertise of our events & catering team we can help you plan every aspect of your event.

Surrounded by thirty-two beautiful acres of idyllic parkland; New Place Hotel is the perfect place to get away & celebrate loved ones.

There are a variety of function rooms to choose from in our beautiful Grade I listed Manor House, which combines Tudor & Elizabethan features and was designed by the famous architect Sir Edwin Lutyens, your guests are guaranteed to be impressed.

The hotel is adorned in history; originally commissioned as a family home for the Franklyn Family in 1906, to a boy's preparatory school in 1956, before finally being transformed into a conference centre & hotel in 1978 which remains today.

At New Place, we know that food & wine are at the heart of an event. Our dedicated catering team lead by Head Chef Mark Grieveson are on hand to create memorable menus & delectable dishes to please everyone's tastes.

New Place in a Nut Shell;

- ❖ Grade I Listed Manor House
- ❖ 32 Acres of Idyllic Parkland including a croquet lawn, cricket pitch & woodland walking path
- ❖ 33 Meeting & Event Function Rooms available to hire
- ❖ 110 Newly Refurbished Contemporary Bedrooms
- ❖ 220 Complimentary Parking Spaces
- ❖ Leisure centre which includes an indoor swimming pool, Jacuzzi, gym & sauna



Function Spaces



The Garden Room

- ❖ Situated in the main Manor House, The Garden Room has beautiful French doors which open and overlook our grounds
- ❖ The Garden Room can accommodate 20 guests in a formal long table layout
- ❖ Hire of The Garden Room for 3 hours is £150

The Franklyn Room

- ❖ Situated in the main Manor House, The Franklyn Room has 2 bay windows which overlook the front circle of the house and the extensive gardens
- ❖ The Franklyn Room can accommodate 35-40 guests in an informal round table layout
- ❖ Hire of The Franklyn Room for 3 hours is £250



The Court

- ❖ Situated between just outside the Manor House, The Court is a private space with an outside patio area with a short walk to the Croquet Lawn
- ❖ The Court can accommodate 40 guests in an informal round table layout
- ❖ Hire of The Court for 3 hours is £275



The Bristol Room

- ❖ Situated in the Manor House, The Bristol room has original wood panelling and a freestone treated Fireplace dating back to 1623
- ❖ The Bristol Room can accommodate 50 guests in an informal round table layout
- ❖ Hire of The Bristol Room for 3 hours is £350

The Dining Room

- ❖ Situated in the Manor House, The Dining Room is a light spacious room which has windows which overlook the Croquet Lawn and grounds
- ❖ The Dining Room can accommodate 50 guests in an informal round table layout
- ❖ Hire of The Dining Room for 3 hours is £350



The Arden Suite

- ❖ Situated adjacent to our Outdoor Woodland Parking, The Arden Suite is a private building with a bar in the foyer
- ❖ The Arden Suite can accommodate up to 150 guests in an informal round table layout
- ❖ Hire of The Arden Suite for 3 hours is £600

Private Dining Menus

Beverages

- ❖ Tea & Coffee - £2.50
- ❖ Tea, Coffee & Biscuits - £3.00
- ❖ Jugs of Juice - £6.00 per jug
- ❖ Mineral Water - £5.00 per bottle
- ❖ Wine – house wine from £22.00 per bottle
- ❖ Bottles of Beer – from £4.25 per bottle
- ❖ Prosecco - £34.00 per bottle



Pricing

- ❖ 2 Portion Serving - £3.50 per person
- ❖ 3 Portion Serving - £5.00 per person
- ❖ 4 Portion Serving - £6.50 per person



Canapes

Meat

Pork & leek sausage rolls

Sausages on sticks in a honey, mustard & sesame glaze

Chicken liver pâté on toast with onion marmalade

Prosciutto, mascarpone & chive roularde

Fish

Crab & dill risotto bon bons

Smoked salmon cucumber & crème fraiché mousse on toast

Vegetarian

Mozzarella, tomato & olive in pesto cups

Pea and avocado houmous on rosemary toast

Why not have something sweet...

Chocolate brownie bites

Mini scones, clotted cream and jam - supplement £1.50pp

Afternoon Tea

£15.00 per person

Savoury Items

- Selection of finger sandwiches
- Smoked salmon and cream cheese sandwiches
- Coronation chicken sandwiches
- Free range egg mayonnaise and cress sandwiches
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- Pork and leek sausage rolls, New Place brown sauce

Sweet Treats

- Fruit scones, jam, strawberries and clotted cream
- Selection of cakes & desserts

Beverages

- Selection of teas (and coffee)
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Why not add a glass of prosecco
for **£6.00** per person



Finger Buffet

£20.00 per person

- Spicy chicken goujon, smoked paprika mayonnaise
- Selection of focaccia sandwiches
- Sausage rolls, brown sauce
- Lamb koftas, mint yoghurt
- Vegetable samosas, mango chutney
- Breaded scampi



Confirming a Booking

At the time of booking, the anticipated numbers attending must be advised and should not be less than the minimum agreed with the venue. A non-refundable deposit of **the room hire amount** is required to guarantee the booking.

Final numbers are required no later than 7 days before the event and should not be less than the minimum number agreed at the time of booking if no penalty is to be incurred. We do, however, understand that numbers can reduce and we allow for a 10% variance in guest numbers if notified to us in writing more than 48 hours prior to the event (Minimum numbers will still apply).

The amount payable by you shall be calculated on this final number or by the actual numbers attending the event, whichever is the greater. No deduction can be made after the event should numbers be less on the day. A pre-payment invoice will be sent out 14 days before the event, full pre-payment will be required 7 days prior to your event. Cheque payments must have cleared prior to the event date. If numbers should increase full payment is required prior to the day of event. Any amendments must be made in writing.

Acceptable payment methods are by credit/debit card or cheque. Payments may be made in person, over the phone or by cheque/Bankers Draft. Cheques/Bankers Draft should be made payable to 'Mokan Hotels Company Limited'.