



THE CHEQUERS HOTEL

NEWBURY

The Chequers Hotel

meetings & events



SALES MANAGER

SOPHIE PALMER

EVENTS@CHEQUERSHOTELNEWBURY.CO.UK



Why Choose

The Chequers Hotel is one of the last remaining 18th century coaching inns which is situated in the heart of Newbury.

With five meeting rooms and 56 bedrooms, the hotel offers an attractive venue for conferences, meetings and events.

Our combination of purpose designed meeting rooms, elegant function rooms, modern amenities and traditional service, ensure that all your meeting requirements are met.

Our meeting rooms offer a variety of options from external interview rooms, executive board room, as well as flexible training and conference space, accommodating between 2 and 100 delegates.

Our dedicated conference team caters for day and 24 hour conferences at highly competitive rates for a minimum of 8 delegates.

With easy access from the M4 and ample free parking, The Chequers Hotel offers an ideal environment for company away days as well as traditional meetings.

The Chequers Hotel?



We trust that the information provided in this brochure meets your requirements, however, should you have any queries or wish to come and visit us please do not hesitate to contact the hotel on 01635 38000

Our Suites

The Garden suite is our largest room, situated on the ground floor towards the back of the hotel looking out into the hotels private garden. **The Carnarvon Suite** is connected to **The Garden Suite** opening the room up to make a beautiful large function room ideal for weddings and functions. **The Carnarvon Suite** can be used as its own function or meeting room, with a separate entrance along with access into the garden. **The Craven Suite** is situated on the ground floor facing the front of the hotel, ideal for boardroom meetings, private dining or to be used as a break-out room to either **The Garden** or **Carnarvon Suites**. These three suites are situated within the same area of the hotel being brought together by a wooden floored lounge area including a private function bar when required. On the first floor of the hotel we our **Nelson room** and our **Oxford room**, both are perfect for boardroom meetings of up to 12 delegates or ideal to be used for interview style meetings.

Capacities

Theatre Style	40
Classroom	18
Boardroom	20
Cabaret	30
Circular / rounds	40
U Shape	20
Banquet	40



Capacities

Theatre Style	80
Classroom	36
Boardroom	40
Cabaret	80
Circular / rounds	80
U Shape	35
Hollow Square	40
Banquet	80
Herringbone	40
Reception	80



Capacities

Theatre Style	60
Classroom	36
Boardroom	30
Cabaret	40
Circular / rounds	40
U Shape	30
Hollow Square	40
Banquet	40
Herringbone	40
Reception	60



Capacities
Boardroom 10



Capacities
Boardroom 12

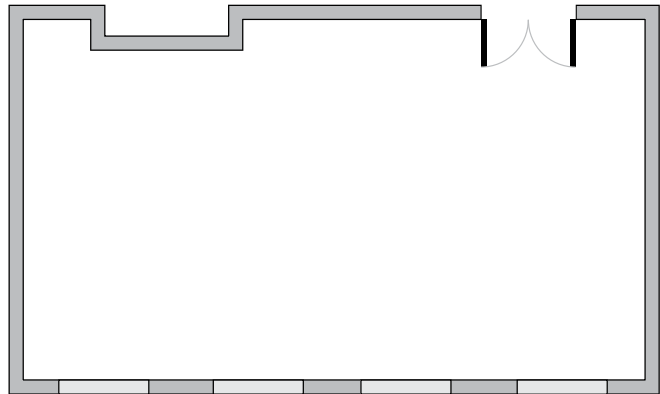


Craven Suite

Detail

Area	8.3m x 5.2m
Height	3.7m
Door width	1m
Situation	Ground Floor
Natural Daylight	Yes
Power points	Yes
Television Point	Yes
Wi-Fi internet	Yes

Ground floor meeting room with natural daylight and air-conditioning. Located towards the front of the hotel, perfect for meetings, private dining and smaller functions.



Capacities

Theatre Style	40
Classroom	18
Boardroom	20
Cabaret	30
Circular / rounds	40
U Shape	20
Banquet	40



THE CHEQUERS HOTEL

For further information contact the Sales Manager

www.chequershotelnewbury.co.uk

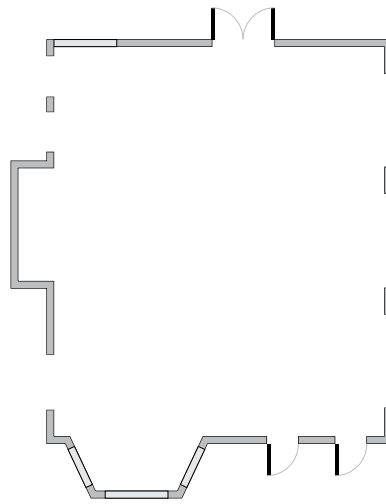
The Chequers Hotel, 6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635) 38000

Garden Suite

Detail

Area	11m x 11m
Height	3 - 4m
Door width	1m
Situation	Ground Floor
Natural Daylight	Yes
Power points	Yes
Television Point	Yes
Wi-Fi internet	Yes
Dance Floor	13ft x 12ft

An abundance of natural daylight and a quiet location towards to back of the hotel, make this an ideal venue for presentations, noisy team games and functions.



Capacities

Theatre Style	80
Classroom	36
Boardroom	40
Cabaret	80
Circular / rounds	80
U Shape	35
Hollow Square	40
Banquet	80
Herringbone	40
Reception	80



THE CHEQUERS HOTEL

For further information contact the Sales Manager

www.chequershotelnewbury.co.uk

The Chequers Hotel, 6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635) 38000

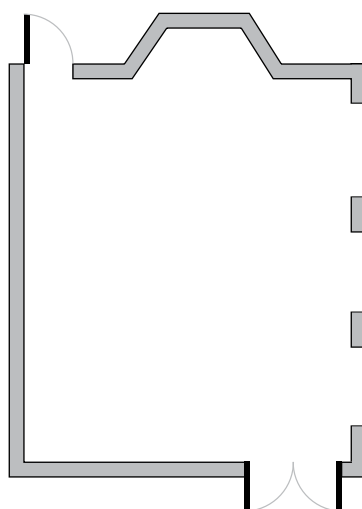
Carnarvon Suite

Detail

Area	9.7m x 6.4m
Height	3 - 4m
Door width	1m
Situation	Ground Floor
Natural Daylight	Yes
Power points	Yes
Television Point	Yes
Wi-Fi internet	Yes

Ground floor room with natural daylight, situated towards the back of the hotel. Ideal room for meetings, presentations and functions up to 60 guests.

Connected to the Garden room transforming the room into a large function suite for up to 120 guests.



Capacities

Theatre Style	60
Classroom	36
Boardroom	30
Cabaret	40
Circular / rounds	40
U Shape	30
Hollow Square	40
Banquet	40
Herringbone	40
Reception	60



THE CHEQUERS HOTEL

For further information contact the Sales Manager

www.chequershotelnewbury.co.uk

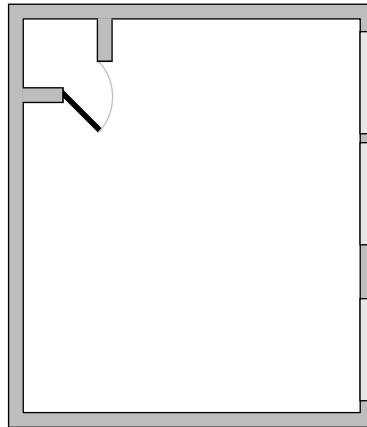
The Chequers Hotel, 6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635)

Oxford Room

Detail

Area	5.2m x 4.8m
Height	3m
Door width	1m
Situation	First Floor
Natural Daylight	Yes
Power points	Yes
Television Point	Yes
Wi-Fi internet	Yes
Air conditioning	Yes

The smallest of our meeting rooms, situated on the first floor of the hotel with natural daylight and air-conditioning. Ideal for boardroom meetings of up to 10 delegates.



Capacities
Boardroom 10



THE CHEQUERS HOTEL

For further information contact the Sales Manager

www.chequershotelnewbury.co.uk

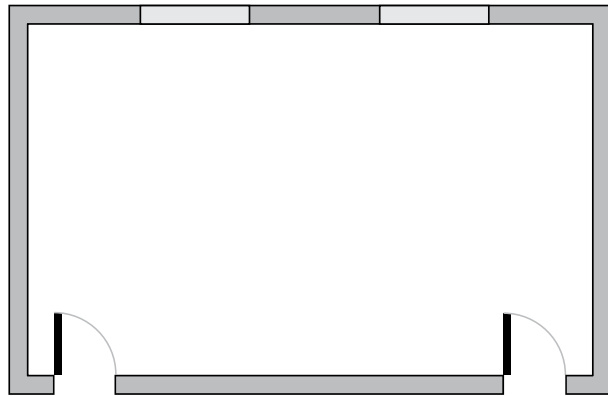
The Chequers Hotel, 6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635)

Nelson Room

Detail

Area	6.1m x 3.8m
Height	3m
Door width	1m
Situation	First Floor
Natural Daylight	Yes
Power points	Yes
Television Point	Yes
Wi-Fi internet	Yes

Situated on the first floor of the hotel, private and peaceful meeting space. Ideal for boardroom meetings of up to 12 delegates or interview style meetings.



Capacities
Boardroom 12



THE CHEQUERS HOTEL

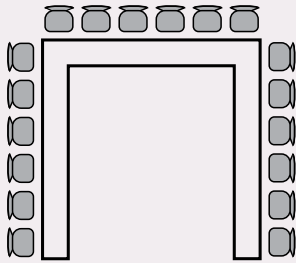
For further information contact the Sales Manager

www.chequershotelnewbury.co.uk

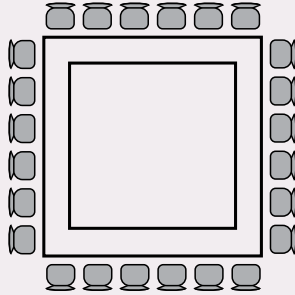
The Chequers Hotel, 6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635)

Room Layout Alternatives

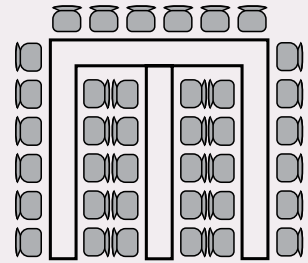
U Shape



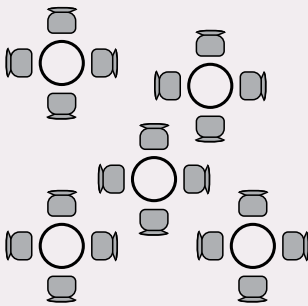
Hollow Square



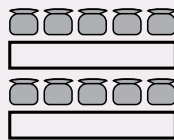
Banquet



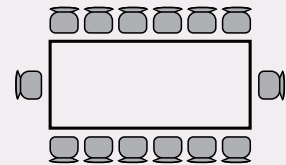
Informal



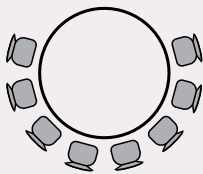
Classroom



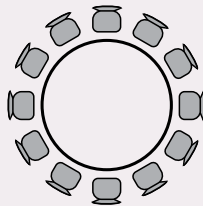
Boardroom



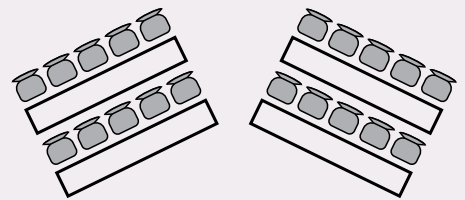
Cabaret



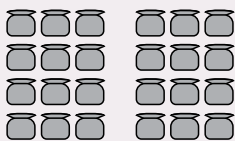
Circular



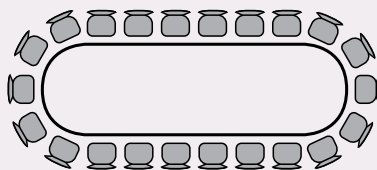
Herringbone



Theatre Style



Oval



4 Hr Half Day Delegate Package
From **£17** per delegate, inclusive of VAT
Minimum of 8 delegates.

8 Hr Day Delegate Package
From **£25** per delegate, inclusive of VAT
Minimum of 8 delegates.

24 Hour Delegate Package
From **£107** per delegate, inclusive of VAT
Minimum of 8 delegates.

Room hire

Including Tea, Coffee and Pastries in your morning session, biscuits mid-morning and homemade cake in the afternoon.



Equipment

Any equipment required from the following: LCD projector, screen, flipcharts, pens, stationary box, paper and pencils.



Complimentary on site car parking



Complimentary Wi-Fi



Lunch Buffet

2 course hot and cold buffet or finger buffet served in your meeting room.



Overnight Accommodation and Dinner

A 3 course dinner in our JP's Bistro (Private dining can also be provided for groups). Full English breakfast including tea, coffee or juice.



Please see our additional food and beverage delights should you wish to enhance your delegates' conference experience.



Sample 3 Course Dinner Menu's

Menu A – £19.95 per head

Starters

Homemade Leek & Potato Soup

Tomato & Mozzarella Salad finished with basil pesto

Chicken liver pate served with red onion marmalade and toasted brioche

Main course

Chicken breast wrapped in bacon finished with thyme gravy

Fillet of salmon with Beurre blanc sauce

Spiced vegetable and potato cakes with tomato salsa

Dessert

Selection of ice cream

White chocolate cheesecake with dark chocolate sauce

Cheese & biscuits

Tea/coffee & mints to finish

Menu B – £24.95 per head

Starters

Homemade tomato & sweet pepper soup

Pan fried crab cakes with tomato salsa

Caramelised onion tart topped with grilled goats cheese

Main course

Roast beef served with Yorkshire pudding and gravy

Red snapper on crushed new potatoes with a light vegetable broth

Wild mushroom & parmesan risotto

Dessert

Chocolate torte & vanilla ice cream

Classic treacle sponge with vanilla custard

Cheese & biscuits

Tea/coffee & mints to finish



Buffet Options

Sandwiches

Assorted sandwiches & triple cooked chips
Assorted sandwiches, triple cooked chips, fruit platter

£7.95 per person
£8.95 per person

Finger buffet

Assorted sandwiches or wraps
Homemade St John's sausage rolls
Roasted vegetable parcels
Marinated chicken drumsticks & chicken wings
Homemade chicken goujons with garlic mayonnaise
Thai style prawns in a filo pastry case
Tempura prawns with sweet chilli sauce
Chorizo scotch eggs
Seasonal quiche meat/vegetarian
Halloumi kebabs
Gruyere & leek tart

Churros with cinnamon & chocolate sauce
Caramel éclairs with crème patisserie
Deep fried chocolate chip cookie dough
Lemon curd meringues

Buffet Options



Prices per person

5 items from above	£9.95 per person
7 items from above	£12.95 per person
8 items from above	£14.95 per person

Additional choices can be added at £2.00 per person per item

Packages

BBQ pulled pork bun, coleslaw, triple cooked chips, Boston baked beans, chocolate brownies
£10.95 per person

Burger Lunch – selection of sliders, 3 per person or larger single burger,
Triple cooked chips, sweet & sour coleslaw, baked New York cheesecake
£10.95 per person



2 Course Hot & Cold Buffet Sample Menu's – £17.95 per person

(Included as part of the delegate package) (Minimum of 8 delegates)

Moussaka
Beef lasagne
Cottage pie
Chilli con carne
Cumberland sausages, red onion jus
Beef bourguignon
Chicken chasseur
Roast pork, apple sauce, sage stuffing
Salmon, fennel & herb linguine
Fish pie

Please choose one of the above

Vegetable chilli
Red Thai vegetable curry
Vegetable lasagne
Red lentil & aubergine moussaka

Please choose one of the above

Roasted rosemary new potatoes
Champ
Egg fried rice
Creamed herb mash
Penne pasta, roasted root vegetables, thyme

Please choose one of the above

Waldorf salad (celery, apple, walnuts)
Russian salad (carrot, peas, potatoes, gherkins)
Greek salad (feta, red onion, tomato, olives)
Tomato & mozzarella salad with basil, onion
Seasonal leaf salad
Potato salad
Sweet & sour coleslaw

Please choose two of the above

Baked New York cheesecake
Chocolate brownie
Apple & blackberry crumble
Chocolate tart
Bread & butter pudding
Prune bakewell tart

Please choose one of the above



Day Delegate Package

(Minimum 8 delegates)

Personal welcome from a member of our team

Hire of main meeting room equipped with Natural daylight and Free Wifi

Room available 30 minutes prior to your meeting and can be serviced during lunch (upon request)

Equipment to include

Screen

Flipchart and pens

Paper and pencils

Stationery box

Refreshments to include

Tea, coffee and Danish pastries on arrival

Mid morning tea, coffee and biscuits

Afternoon tea, coffee and cake

Still and sparkling water in meeting room

Prices



Lunch to include

2 Course hot and cold buffet or Finger buffet served in your meeting room

Free on site car parking

Prices from £25.00 per delegate

(January, February, April, May, August)

Prices from £38.00 per delegate

(March, June, July, September, October, November, December)



24 Hour Delegate Package

(Minimum 8 delegates)

All of the day delegate features, plus
Three course evening meal with coffee
Overnight accommodation
Full English breakfast

Prices from £107.00 per delegate

(January, February, April, May, August)

Prices from £140.00 per delegate

(March, June, July, September, October, November, December)

Room Hire Only Package

Syndicate Room hire

	Full Day	Per Hour (min. of 2hours)
Garden Room	£ 450.00	£ 75.00
Carnarvon Room	£ 350.00	£ 55.00
Craven Room	£ 250.00	£ 45.00
Nelson Room	£ 175.00	£ 25.00
Oxford Room	£ 175.00	£ 25.00

All rooms are set up with still & sparkling water, confectionaries, paper & pencils

Equipment

OHP & screen	£40.00
Screen	£20.00
Flip chart & pens	£10.00
LCD projector	from £50.00

Additional equipment can be hired into the hotel for you, price on enquiry

Refreshments

Breakfast per person

Continental/Full English breakfast served in our JP's Bistro	£10.50
Tea/Coffee and Pastries per person	£2.75
Tea/Coffee and Biscuits per person	£2.75
Tea/Coffee and Cake per person	£2.75
Jugs of Orange Juice	£6.50




THE CHEQUERS HOTEL
NEWBURY

6 - 8 Oxford Street, Newbury, Berkshire RG14 1JB Tel (01635) 38000 info@chequershotelnewbury.co.uk
www.chequershotelnewbury.co.uk