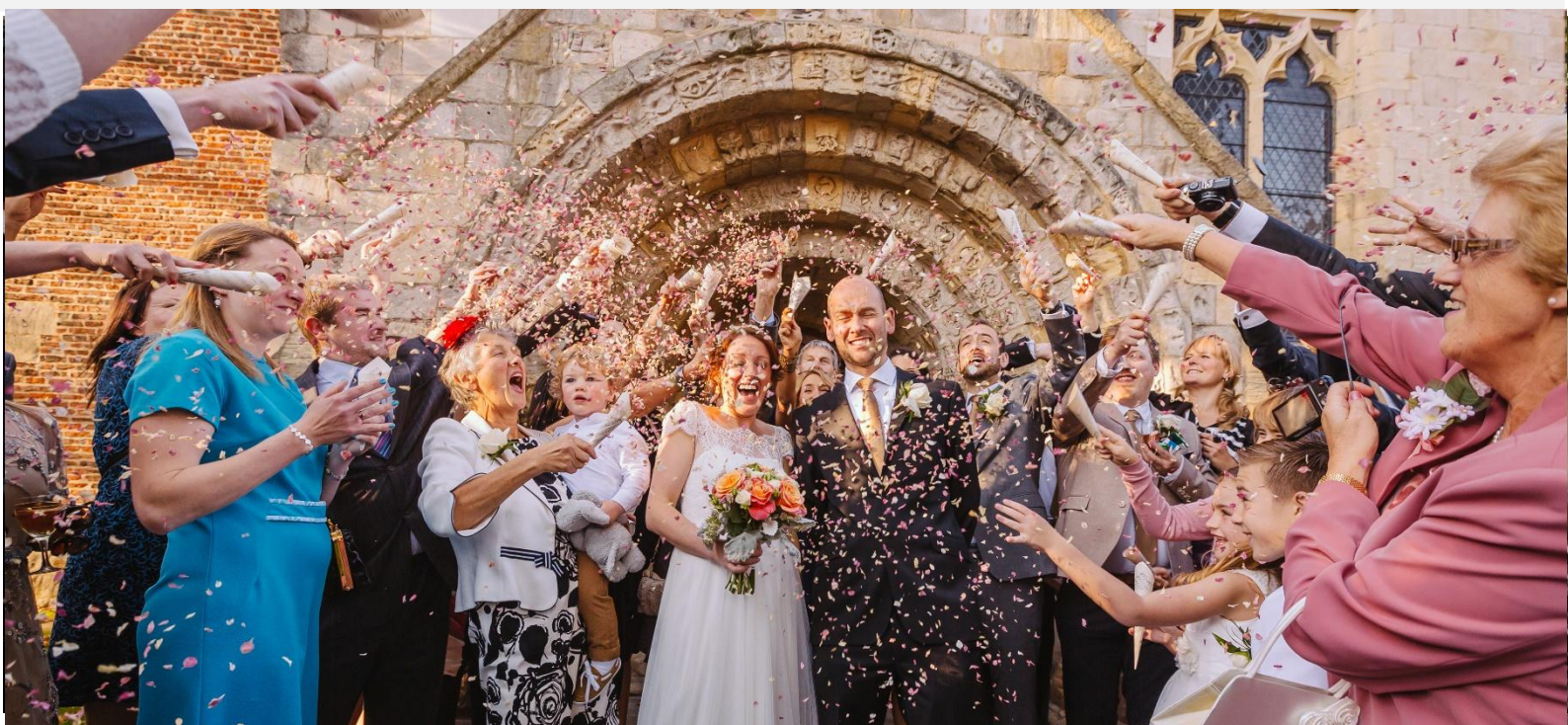


WEDDINGS & PARTIES



Venue Hire Information Pack

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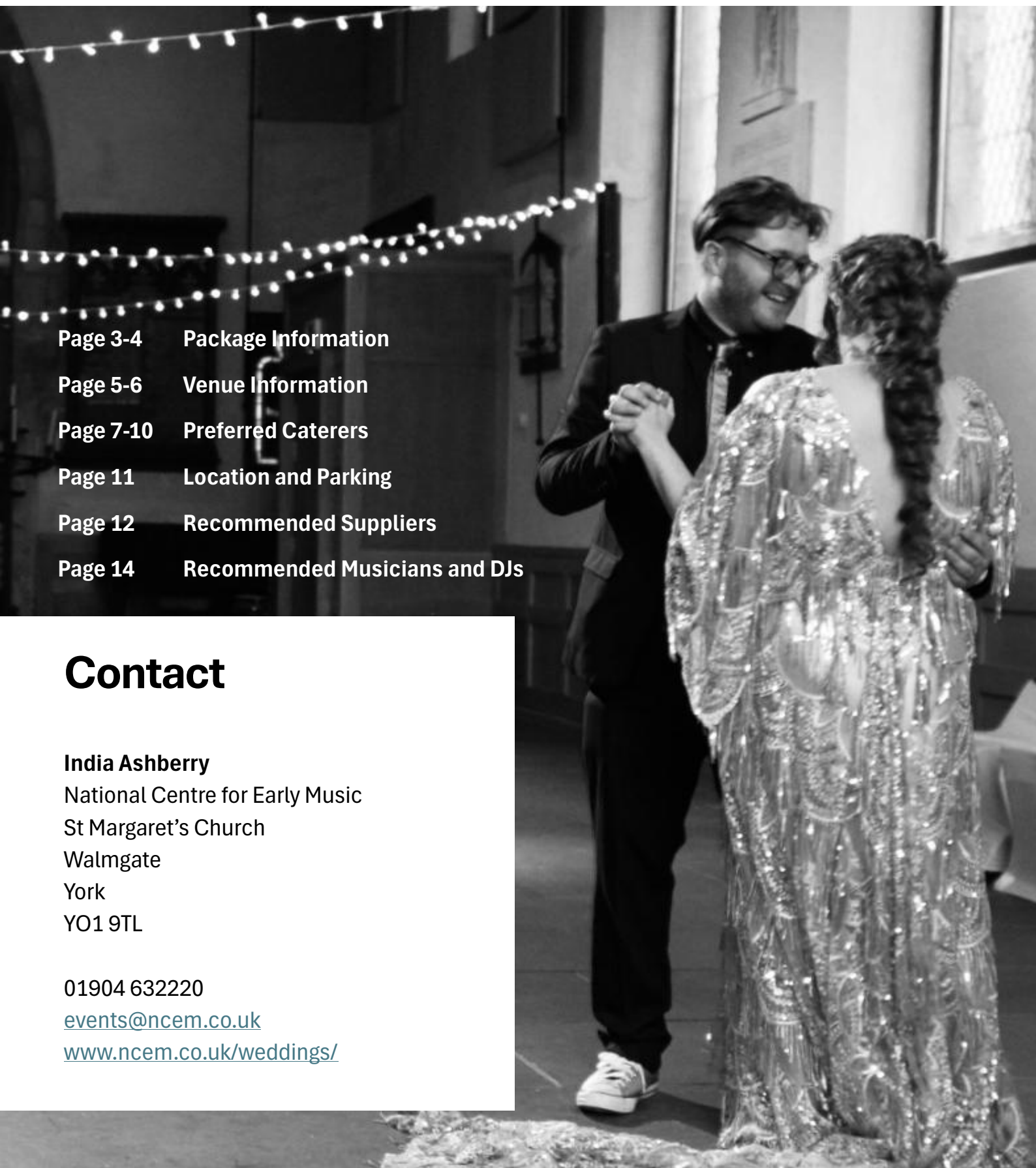
India Ashberry

National Centre for Early Music
St Margaret's Church
Walmgate
York
YO1 9TL

01904 632220

events@ncem.co.uk

www.ncem.co.uk/weddings/



Welcome

We are delighted that you are considering the National Centre for Early Music (NCEM) as a venue for your celebration. The backdrop for your day will be our medieval Grade 1 listed converted church of St Margaret's. It stands in the heart of the City of York and is surrounded by beautiful private gardens for you and your guests to enjoy.

We are a welcoming, accessible and inclusive venue for all faiths situated inside the city walls, just off Walmgate, near the beautiful Walmgate Bar.

As a registered charity, we are constantly working to continue to utilise the power of music to change lives, engaging with communities of all ages and backgrounds locally, regionally, nationally and internationally. Our education programmes I Can Play, which provides music-making opportunities for D/deaf children across York, and Minster Minstrels, NCEM's youth early music ensemble for school-age musicians, are just some of the ways, your booking helps make it possible for us to continue changing lives through music.



Packages (All prices are inclusive of VAT)

Celebrations:

Package 1 – Lully £3300

Seventeenth-century French composer Jean-Baptiste Lully's (1632-1687) music is known for its power, liveliness in its fast movements and its deep emotional character in its slower movements.

Included in this package:

- Exclusive hire of NCEM from 09.00 - 23.00
- Fairy lights
- Use of our Bösendorfer grand piano (tuning extra)
- 2 x handheld wireless microphones for speeches
- Sound system for background music

Package 2 – Purcell £4150

Although he incorporated Italian and French stylistic elements, Henry Purcell's (1659-1695) style was a uniquely English form of Baroque music.

Included in this package:

- Exclusive hire of NCEM from 09.00 - 23.00
- Day before load in from 15.00 - 21.00
- Next day load out from 09.00 - 11.00
- Fairy lights
- Use of our Bösendorfer grand piano (tuning extra)
- 2 x handheld wireless microphones for speeches
- Sound system for background music

Package 3 – Bach £4650

Johann Sebastian Bach (1685-1750) was the most celebrated member of a large family of north German musicians during the eighteenth century.

Included in this package:

- Exclusive hire of NCEM from 09.00 - 23.00
- Day before load in from 15.00 - 21.00
- Next day load out from 09.00 - 11.00
- Fairy lights
- 12 x LED coloured uplighters
- 6 x candelabras & candles
- Use of our Bösendorfer grand piano (tuning extra)
- 2 x handheld wireless microphones for speeches
- Sound system for background music
- 2 x free tickets to an NCEM season concert or a bottle of Prosecco for the top table on the big day

Party Package – Strozzi £2150

Barbara Strozzi (1619-1677) was an Italian composer and singer. During her lifetime, she published eight volumes of her own music, and had more secular music in print than any other composer of the era.

Included in this package:

- Exclusive hire of NCEM from 16.00 - 23.00
- Fairy lights
- Use of our Bösendorfer grand piano (tuning extra)
- 2 x handheld wireless microphones for speeches
- Sound system for background music

Included in all hire packages:

- Exclusive use of NCEM including our private gardens and Meeting Room space
- Venue Manager on the day
- Fairy lights
- Up to 12 x 5ft diameter round tables with white tablecloths (if not provided by your caterer)
- Up to 6 x 6ft trestle tables with white tablecloths (if not provided by your caterer)
- Up to 130 x black and blue conference chairs
- Projector, screen and laptop if required
- Sound system for background music and 2 x handheld wireless microphones for speeches
- Staffed cash and card bar serving a wide range of bottled ales, lagers, wines, spirits and soft drinks
- It is a license condition that the bar closes at 23.00 and 22.30 on a Sunday or bank holiday. Our music/entertainment license conditions allow music and entertainment until 23.00.

Available extras (please enquire for prices):

- Staging for band or DJ
- Piano tuning
- Up to 6 x floor-standing candelabra and candles
- Up to 12 x atmospheric LED uplighters
- Drinks packages: reception / arrival drinks, table wine and / or toast drinks (if not provided by your caterer) – please enquire for more information
- Corkage – please enquire for corkage rates
- Load out time (hourly rate) – subject to availability

Planning & Coordination

NCEM is a DIY-style venue which gives you the freedom and flexibility to plan a celebration unique to you. We provide viewings and a final handover meeting as part of all packages. If you feel you need more assistance planning and coordinating your celebration, we highly recommend the invaluable expertise of a Wedding Coordinator. Please contact us for further details and for recommendations.



Venue Information

Floor Plans:

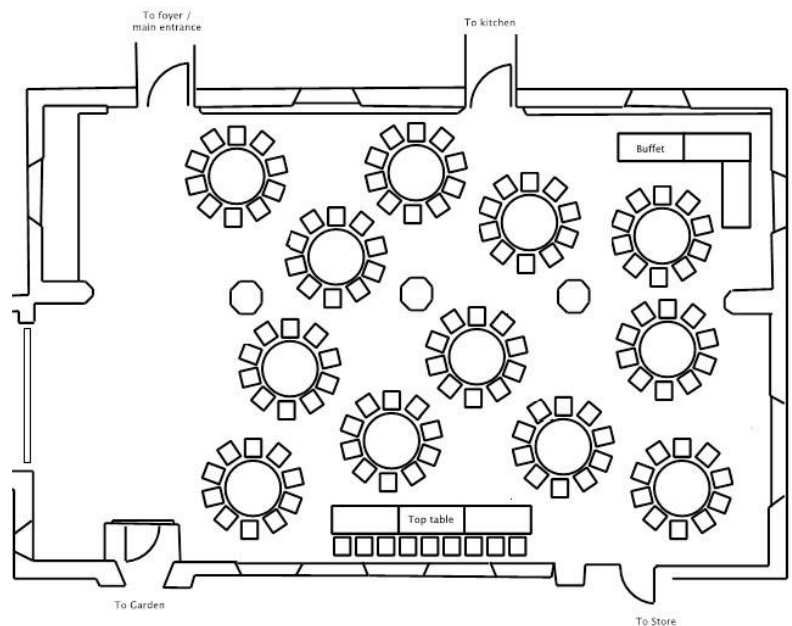
The main room is very flexible, and we will work with you to find the best layout for the number of guests attending your celebration.

Please note that if you are using NCEM chairs, it is only possible to fit a maximum of 9 around the round tables.

Cabaret style with long top table and buffet table

Capacity: 129

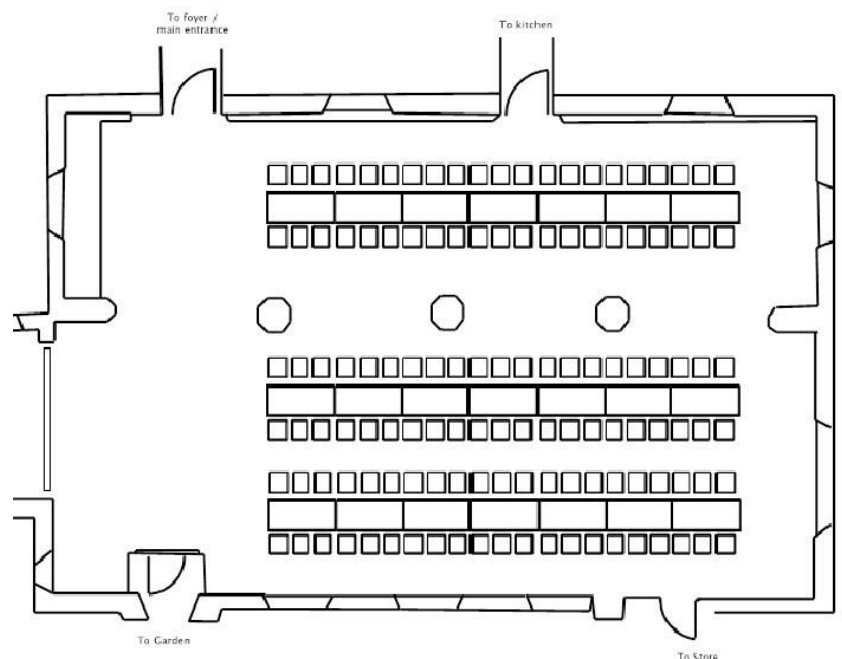
Please note if using NCEM chairs the maximum capacity is 118.



Banquet style tables

Capacity: 126

Please note that NCEM only has 6 x 6ft trestle tables available, so you will need to arrange hire of the remaining number required.

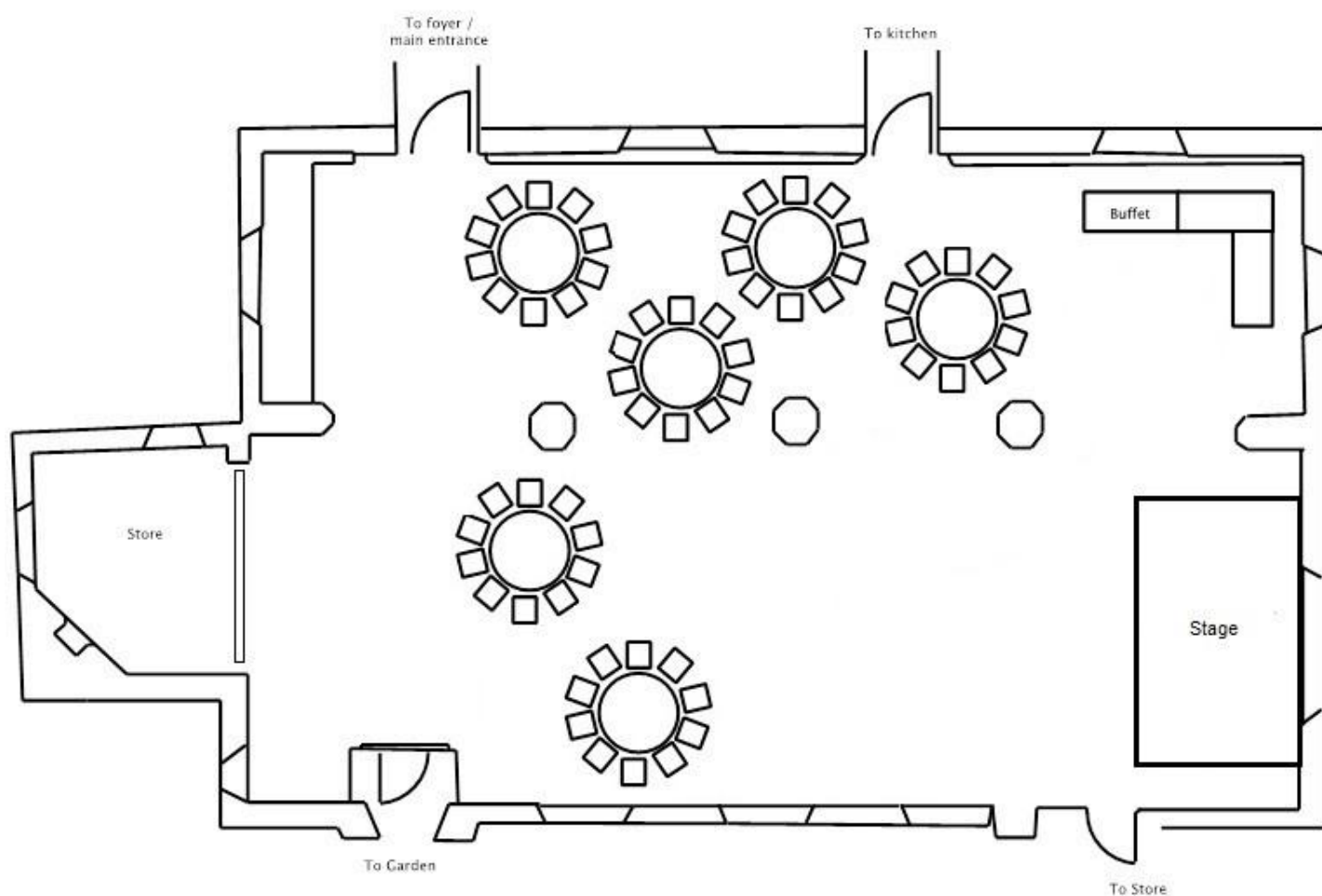




Evening party with stage and space for dancing

Capacity: 150

Staging is an additional charge and must be set in place before guest arrival.



Preferred Caterers

Bradshaws event catering

Bradshaws of York have been established as a leading Outside and Event Caterer in York and the surrounding area for over 30 years.

We aim to provide the most delicious food, well cooked, beautifully presented, and efficiently served.

We think you'll be surprised by what we can do and delighted when we work with you to make your occasion a truly memorable one.

If you require any further information, then please do not hesitate to contact us. We look forward to hearing from you.

Contact:

Jonathan Maxwell

Phone: 01904 780775

Email: judi@bradshawsofyork.com

Website: www.bradshawsofyork.co.uk

Address:

Unit 3

London Ebor Business Park

Millfield Lane

Nether Poppleton

York YO26 6BP





Our main wedding breakfast options are rustic wooden sharing boards with a range of your choice of BBQ meats, vegetarian and vegan options and sides complimented by a varied range of unique starters, canapes, desserts, and evening street food.

We have an ethos of using the best quality locally & ethically sourced ingredients to create unique & creative menus to suit any occasion. All our food including sauces, rubs, sides and salads are made in house, by us, from scratch, with love.

We provide a flexible service and enjoy working with our couples to make sure they have the perfect menu that suits all their requirements.

Contact:

Kate

Mobile: 07737 397283

Email: hello@bluescatering.co.uk

Website: www.bluescatering.co.uk

Address:

Unit 4-6

Stockton Lane

York YO32 9LE

Preferred Caterers

P A S T E L L E KITCHEN & EVENTS

Vibrant, seasonal and plentiful food is at the heart of everything we do.

Our food has a Mediterranean feel with lots of charm and creativity.

We keep our menus simple and seasonal but big on flavour and design.

Contact:

Nicole Fielding

Phone: 07805 411530

Email: info@pastellekitchen.co.uk

Website: www.pastellekitchen.co.uk

Address:

22 Livingstone Street

York YO26 4YJ





feasting BY THE BARN

We believe food should taste fabulous, but it should also look amazing. With the addition of fresh flowers, foliage and props, the whole look comes together and makes for a fabulous, indulgent feast that your guests will love!

Sourcing our food locally wherever possible, we strive to create delicious food that is both ethical and sustainable.

We love nothing more than to talk through your event with you to make sure we create exactly what you are looking for.

Contact:

Lindsey Green

Phone: 07951 544893

Email: info@thebarnbakery.co.uk

Website: www.thebarnbakery.co.uk

Address:

The Barn Bakery
Oakdene
Catterton
LS24 8DH

Useful Information

Parking

There are six car parking spaces available for you to use in the venue car park, these include two disabled spaces, however this must include parking for all suppliers where required. The closest car park to NCEM for wedding guests is Peel Street, which is approximately a four-minute walk away and there is on-street parking available on Percy's Lane from 18.00.

You can find more information on local parking at www.parkopedia.co.uk

Access

NCEM is completely flat floored throughout making it an accessible building for wheelchair users with or without an accompanied helper. There is an entrance ramp from Percy's Lane and the Walmgate entrance is flat, allowing full access from both sides of the building.

NCEM has an induction hearing loop installed in the main part of the venue. We can also recommend reputable BSL interpreters or palantypists if required.

There are two designated disabled car parking spaces in the adjacent car park. If you need to book a taxi suitable for wheelchair travel, contact C & P Services on 01904 413121 or Station Taxis on 01904 623332. Please book as early as possible as they operate a busy service.

If you have any questions regarding accessibility, please get in touch.

Location

York is situated in the heart of the UK with excellent rail, road and airport links. The train journey takes just under 2 hours from London Kings Cross, just over 2 hours from Edinburgh and 1 hour 20 minutes from Manchester.

The main entrance is on Percy's Lane off Navigation Road but there is also access from Walmgate through the church garden. The Walmgate entrance is open for events only and not during normal office hours.



Chris Milner Photography

Recommended Suppliers

NCEM works with several trusted organisations who are familiar with our Grade 1 listed building and offer an excellent service. Additional information is required from you should you decide to use a different supplier to those listed below.

Photographers

Jim Poyner

jimpoyner@gmail.com
www.jimpoyner.co.uk

Matthew Kitchen

07878 308714
matt@matthewkitchenphotography.co.uk
www.matthewkitchenphotography.co.uk

Alice Lodge

07586 309181
info@alicelodgephotography.com
www.alicelodgephotography.com

Louise Pawson

07788163042
info@foxtailphotography.co.uk
www.foxtailphotography.co.uk

Carys B Photography

07487 823065
@carysbphotography
www.carysbulmer.com

Florists

Fleur Adamo

Katherine
07814 046899
fleuradamo@gmail.com
www.fleuradamo.co.uk

Lottie Roberts

Nicola
07989 713742
info@lottierobertsflowers.com
www.lottierobertsflowers.com

Furniture and Accessory Hire

Chair and Table Hire Yorkshire

01226 397984
info@chairandtablehireyorkshire.co.uk
www.chairandtablehireyorkshire.co.uk

Black Event Furniture Hire

01347 878838
Cathy Bowman
cathy@eventfurniture.com
www.eventfurniture.com

Event Styling Wedding Venue Lighting

0800 0319018
info@wedding-venue-lighting.co.uk
www.wedding-venue-lighting.co.uk

Photo Booths

Boothomatic

hello@boothomatic.co.uk
www.boothomatic.co.uk

Celebrants

Melody Diamond

07454 230180
info@melodydiamondcelebrant.co.uk
www.melodydiamondcelebrant.co.uk

Coordinators

Fox and Moon Weddings

Holly
foxandmoonweddings@gmail.com

Cakes and Cheese

Where the Ribbon Ends

07850 416505
wheretheribbonends@gmail.com
www.wheretheribbonends.com

Kind Cake (vegan)

07941959950 yummy@kindcake.co
www.kindcake.co

York Cakes

07791 701374
kate@YORKCakes.co.uk
www.yorkcakes.co.uk

Love Cheese

01904 622967
hello@lovecheese.co.uk
www.lovecheese.co.uk

Accommodation

Hotel Indigo

88-96 Walmgate, York YO1 9TL
01904 231333
www.hotelindigoyork.co.uk

Novotel York Centre

Fishergate, York YO10 4FD
0113 3969004

The Queens Hotel

Queens Staith, York YO1 6DH
01904 611321
www.queenshotel-york.com

Street Food

El Kantina

www.elkantina.co.uk
info@elkantina.co.uk
07875 017174

Diplos Pizza

events@diplos.pizza
www.diplospizzaevents.co.uk
07951 775613

Fancy Fries

www.fancyfries.co.uk
James@fancyfries.co.uk
07718 589 312

A Tad Delicious

www.ataddelicious.co.uk
enquiries@ataddelicious.co.uk
07760 433353

Biodegradable Confetti

Shropshire Petals

enquires@shropshirepetals.co.uk
www.shropshirepetals.co.uk
01952 691553



WELCOME

TO OUR

WEDDING



Music & Recommended Musicians

As a well-established arts venue, NCEM provides the perfect setting for musical activities of any genre, both live and recorded.

Our Bösendorfer grand piano is included in all packages for use by a professional pianist.

The Church is equipped with a simple sound system, suitable for background music from a phone, laptop or CD player. Please note that this system is not designed for DJs or live bands, who will need to provide appropriate amplification.

Bands and DJs perform under the East window and NCEM can provide suitable staging if required. We are only able to provide static stage lighting.

Music is licensed until 23.00.



We recommend the following musicians, ensembles and bands:

Jazz/Pop/Classical

Nicky Losseff

Pianistnickylosseff.com

Mr Swing's Dance Orchestra

Matthew Hardy

07775 615151

matthew_hardy1@hotmail.com

www.swingbanduk.com

New York Brass Band

James Lancaster

info@newyorkbrassband.co.uk

www.newyorkbrassband.co.uk

Undercovered

07969 223399

undercoveredband@mail.com

www.undercovered.co.uk

Harpists

Sarah Dean

07963 792504

pluckybutterfly@yahoo.co.uk

www.sarahdeanmusic.com

Ceilidh Bands

Hot Not Bothered

Mike Tavener

07984 393441

info@hotnotbothered.co.uk

www.hotnotbothered.co.uk

Fiddlers Wreck

Michael Jary

07866 514759

ceilidh@fiddlerswreck.co.uk

www.fiddlerswreck.co.uk

DJs

Club Class Entertainment

01904 378370

clubclassuk.com

NSC Entertainment

07846 053669

www.nscentertainment.co.uk

If you have any queries or would like to book a viewing, get in touch!

For more information about NCEM visit www.ncem.co.uk/weddings

Contact

India Ashberry
National Centre for Early Music
St Margaret's Church
Walmgate
York YO1 9TL

01904 632220
events@ncem.co.uk
www.ncem.co.uk/weddings

Registered charity no: 1068331

J&A Photography Studios