CAS Halls - Frequently Asked Questions

1. What’s included in a party hire?

You are hiring a hall space for your party. You can choose from two different halls. Hire can also include access to a fully fitted kitchen if you’d like to prepare and serve food. Please see below for pricing details.

When booking, be sure to specify the time required for both setup and clear-down, as any additional time will be charged.

2. What are the hall opening times?

The halls are open daily from 07:30 to 23:30.

3. How big are the spaces?

* Upper Hall – 102.5 sqm *(Stage takes up 13.5 sqm)*
* Community Hall (Ground Floor) – 82 sqm
* Basement Studio – 46.5 sqm

More detailed dimensions and layout information can be found on our website.

4. Are tables and chairs provided?

Yes, we have a selection of tables and chairs available. However, quantities are limited and subject to availability.

* Tables: All tables are 182 cm long, but they vary in width and height. If you need uniform sizes, please contact the bookings team.
* Tablecloths: We have 4–5 black stretchy tablecloths available.
* Chairs:
	+ Upper Hall – Green cushioned chairs
	+ Community Hall – Folding chairs
	+ Children’s seating – 5 kids’ tables (seating approx. 22 children) and 38 colourful children’s chairs

Children’s furniture gets booked quickly—please reserve in advance if needed.

5. Is parking available for deliveries or guests?

Parking is limited, and restrictions apply. Please refer to the local council's parking guidance:
🔗 [LBHF Parking Information](https://www.lbhf.gov.uk/parking/pay-and-display/parking-zone-times-and-charges)

* Nearest Tube: Parsons Green
* Bus routes: 14, 22

Important: Do not double park or block pavements on any surrounding roads.

6. What are the cleanup expectations after the party?

You are responsible for:

* Removing all rubbish and food/drink items
* Placing up to 2 full bin bags in designated church bins (staff can show you where), additional bin bags must be taken home.
* Using provided recycling bags for clean paper, cardboard, and plastics
* Folding tables and stacking chairs
* Wiping surfaces and cleaning the floors (supplies provided)

For larger events with caterers (e.g. weddings), caterers must take away all rubbish, as we cannot accommodate large volumes.

7. What is the £150 deposit for?

A £150 refundable deposit is taken at the time of booking to secure your reservation and cover any potential damages or extra cleaning costs. It is refundable after the event.

8. Can I cancel my party and get a refund?

* The deposit is non-refundable if you cancel.
* Hall hire is only payable 30 days before the event but is non-refundable once paid.
* We’ll try to reschedule your booking where possible, but this cannot be guaranteed.

9. Will anyone else be using the halls at the same time?

The hall (and kitchen, if booked) will be exclusively yours. However, unless you've booked the entire CAS Halls, other areas (e.g. toilets, corridors, reception) may be in shared use with other hirers.

10. Can we arrive early to set up?

Only if arranged in advance. Your hire period must include setup and clear-down time.

11. Are there restrictions on decorations or activities?

Activities:

* Only sponge balls are allowed in the Community Hall & Studio
* No balls or helium balloons in the Upper Hall (due to delicate lighting)
* No bouncy castles, smoke machines, fire acts, or water-based activities
* No animals without prior permission
* No liquids behind glass barriers

Decorations:

* Use only blu-tak to attach decorations
* Balloons may be tied to railings and removed afterward
* No pins, nails, tacks, screws, or adhesives on any surfaces
* No tape on floors – damage requiring extra cleaning is the hirer’s responsibility

12. Will there be a staff member on-site during my event?

Yes, a member of staff will be present at all times.

13. What happens if the fire alarm goes off?

* Follow the instructions of CAS staff
* Evacuate to the meeting point: Parsons Green (across the road)
* Call 999 if staff haven’t already or if in doubt
* Familiarise yourself with fire extinguisher locations in advance
* Notify staff of anyone who may need evacuation assistance

Note: The Upper Hall exit is via stairs only.

14. What if there is an accident?

* Notify the on-duty staff member immediately
* First aid kits are available on every floor
* Nearest A&E: Chelsea & Westminster Hospital, Fulham Road
* Walk-in clinic: Parsons Green
* In emergencies, call 999

15. What is the maximum capacity?

Up to 80 people per floor.

16. What is the address for the halls?

📍 CAS Halls
18B Parsons Green, London, SW6 4TS
📌 What3Words: analogy.refers.costs

*Please note: This is separate from the church and vicarage.*

17. Can we serve alcohol at the party?

Yes, but it must not be sold. CAS Halls is not licensed for alcohol sales.

18. Is there Wi-Fi?

Yes.

* Network: CAS Hall Guest
* Password: cashallguest

19. How do I use the sound system in the Community Hall?

1. Press the Bluetooth symbol on the wall panel – it will flash blue
2. On your device, pair with the system as you would with any Bluetooth speaker
3. The light will turn solid green once connected
4. Use the nearby panel to control volume

20. Can items be delivered to the halls?

Please speak to management, the halls are not always staffed and we cannot store items but we help where we can.
Address: CAS Halls, 18B Parsons Green, London, SW6 4TS

21. Need help planning your party?

We work with Little Party Hire and Les Enfants, who can help with:

* Extra furniture
* Entertainment
* Soft play
* Party styling
* Props and backdrops
* Balloon installations

📞 020 8502 9988
✉️ info@littlepartyhire.co.uk