

# Hinchingbrooke

## HOUSE & PERFORMING ARTS CENTRE

### Weddings & Ceremonies at Hinchingbrooke House

Hinchingbrooke House is a Tudor Country House built around an early 13<sup>th</sup> Century Nunnery. The spectacular setting provides a unique location for Wedding Receptions, Civil Marriage Ceremonies, Civil Partnerships and Renewal of Vows Ceremonies. Access to the House is gained via a Medieval Gateway and Apostles' Green, immediately capturing the charm of this ancestral home of the Cromwells and the Earls of Sandwich.

Hinchingbrooke House is licensed for Civil Marriage Ceremonies and Civil Partnerships. All of the large rooms on the ground floor are suitable for ceremonies and can be arranged to suit the specific needs of your Wedding party. The Hospitality Staff will discuss the format of your ceremony with you and advise you of all the legalities required for the registrars. Couples need to contact the Registry Office independently to arrange the date and time of their ceremony.

At Hinchingbrooke House, the ground floor and grounds are reserved exclusively for all Wedding parties from 11.00-00.00 (Sundays 11.00-23.00). With so many beautiful rooms to choose from, you can plan your day exactly how you would like it to be. A Reception Room on the first floor of the House, with a balcony overlooking the magnificent grounds, is also allocated to the Bride and Groom.

Our Head Chef has created a selection of delightful menus for your Wedding Breakfast and a choice of buffet options for your evening reception. We will of course be happy to discuss any dietary requirements that you may have. In addition, the Functions Manager will advise you on the timings of your day, usage of rooms, seating plans and assist with all the other finer details for your day.

We pride ourselves on offering a personal and flexible approach, allowing each Wedding to have its own individuality and would be happy to discuss your specific requirements. If you wish to arrange a viewing of Hinchingbrooke House, please do not hesitate to contact the Lettings Office on 01480 375678 or email [hle@hinchbk.cambs.sch.uk](mailto:hle@hinchbk.cambs.sch.uk).

We look forward to hearing from you.

Kind regards,

Hospitality Department  
[www.hhpac.co.uk](http://www.hhpac.co.uk)



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### Exclusivity

The Ground Floor and grounds of Hinchingbrooke House are let for exclusive use at the rates below.

#### Present-March 2012

Fridays (during school holidays)	£2,050.00
Saturdays and Sundays	£2,050.00
Mondays-Thursdays (during school holidays)	£1,550.00

#### April 2012-March 2013

Fridays (during school holidays)	£2,250.00
Saturdays and Sundays	£2,250.00
Mondays-Thursdays (during school holidays)	£1,550.00

**Bank Holidays**-Price on Request (bar closes at 10.30pm)

Monday-Saturday bar closes at 11.30pm. Sundays bar closes at 10.30pm.

This hire fee includes white linen cloths and napkins, cutlery and crockery, cake stand and knife, staffing and experienced Functions Manager to ensure the smooth running of your day.

### Civil Ceremony

All our rooms on the Ground Floor are licensed for the performance of civil marriage ceremonies and partnerships. Our civil ceremony fee is £300.00 (Present-March 2012) and £350.00 (April 2012-March 2013). The following rooms are recommended:

**Assembly Room** (maximum number of 100 people)

**Library** (maximum number of 120 people)

**Inner Hall** (maximum number of 120 people)

### Wedding Breakfast

**April 2011-March 2012**- Our minimum catering spend requirement is £4,700.00

**April 2012-March 2013** -Our minimum catering spend requirement is £4,900.00 (applicable to food, corkage and beverages excluding bar).

**Assembly Room** (seats maximum number of 92 people)

**Library** (seats maximum number of 120 people)

All dishes are plated and served to your table, ensuring you receive restaurant quality food for your Wedding. In order to achieve this, we ask that you adhere to the following guidelines when selecting your menu.

- Menus can be chosen from either 'Standard' or 'Luxury' selectors.
- Wedding parties will need to select a set menu of one starter, one main course and one dessert.
- We are able to cater separately for any children or guests with special dietary requirements.
- We will be happy to discuss and advise on individual menu requirements.

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### Reception Drinks

After the ceremony or on arrival from the Church your Reception will be held in a room of your choice. You may choose any of the following, allowing for one or two drinks per person.

Champagne	£6.50 per glass
Sparkling Wine	£4.00 per glass
Bucks Fizz	£4.00 per glass
Pimms	£4.00 per glass
Fruit Punch	£4.00 per glass
Mulled Wine	£4.00 per glass
Orange Juice	£1.50 per glass
Non-alcoholic Fruit Punch	£2.00 per glass

### Canapés

Dependent on the time of your wedding ceremony, you may wish to have canapés served with your reception drinks. Please select a maximum of three options from the selection below:

Mediterranean vegetable bruschetta

Smoked salmon & cream cheese crostini

Chicken skewers with satay dip

Crispy coated brie wedges with redcurrant sauce

Filo wrapped tiger prawns with sweet chilli dip

Mini duck and hoisin spring rolls

**3 pre-dinner canapés @ £5.95 per person**



Prices until April 2012

# Hinchingsbrooke

## HOUSE & PERFORMING ARTS CENTRE

### Standard Menu - £33.50 per person

#### Starters

**Cream of Roasted Vine Tomato Soup**  
with fresh basil and herb croutons

**Assiette of Chilled Melon**  
with minted raspberries

**Chicken Liver Parfait**  
with red onion marmalade and toasted brioche

**Salmon & Cod Fishcake**  
with a light chilli sauce and crisp salad leaves

**Bruschetta of Beef Tomato & Mozzarella**  
with rocket salad and basil dressing

**Crispy Duck Filo Tart**  
with spring onions and hoisin sauce

#### Mains

**Chicken Princess**  
roasted breast of chicken in a white wine and asparagus cream sauce with roasted potatoes

**Beef Montagu**  
tender chunks of braised beef in a rich red wine, mushroom and shallot sauce, served with dauphinoise potatoes

**Fillet of Salmon**  
lightly poached fillet of salmon with a dill cream sauce and pommes parmentier

**Braised Shank of Lamb**  
braised lamb shank with a rosemary and redcurrant jus and dauphinoise potatoes

**Roasted Belly of Pork**  
with Bramley apple puree, roasted potatoes and pan gravy

**Roasted Vegetable Filo Parcel**  
seasonal vegetables in a filo pastry parcel with a tomato and red pepper sauce

(All main courses served with a selection of seasonal vegetables)

#### Desserts

**Black Cherry & Mascarpone Cheesecake**  
with fruits of the forest

**White & Dark Chocolate Brownie Torte**  
with fresh cream

**Summer Pudding**  
with a mixed berry compote

**Traditional Apple Pie**  
served warm with custard

**Lemon & Lime Tart**  
with raspberry compote and mascarpone

**Chocolate Profiteroles**  
cream filled choux pastry with Belgian chocolate sauce

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**Freshly brewed coffee or tea with mints**

Prices until April 2012

# Hinchingsbrooke

## HOUSE & PERFORMING ARTS CENTRE

### Luxury Menu - £37.50 per person

#### Starters

##### **Cream of Wild Mushroom Soup**

with fresh tarragon and parmesan crouton

##### **Chicken Caesar Salad**

classic Caesar salad with chicken, croutons and shaved parmesan

##### **Prawn & Champagne Terrine**

with watercress garnish and crostini

##### **Scottish Smoked Salmon**

with granary bread, horseradish sauce and watercress

##### **Cherry Tomato & Goats Cheese Tart**

with rocket salad and tomato chutney

##### **Venison Pate**

with tomato chutney and melba toast

#### Mains

##### **Chicken Cavalier**

roasted supreme of corn fed chicken with a forest mushroom and pancetta sauce and roasted potatoes

##### **Roasted Rib of Beef**

with Yorkshire pudding, pan gravy and crispy roasted potatoes

##### **Medallions of Venison**

served with a rich port and cranberry jus with dauphinoise potatoes

##### **Oven Roasted Fillet of Seabass**

with tiger prawns, champagne cream and crushed new potatoes

##### **Rack of Lamb**

roasted with fresh rosemary, served with redcurrant jus and dauphinoise potatoes

##### **Roasted Loin of Pork Dijonnaise**

tender slices of pork loin in a Dijon mustard and mushroom sauce with baby roast potatoes

##### **Feuillette of Wild Mushrooms**

sauteed in a creamy peppercorn sauce with fresh herbs and presented in a light puff pastry case

(All main courses served with a selection of seasonal vegetables)

#### Desserts

##### **Praline, Chocolate & Amaretto Torte**

served with an orange coulis

##### **New York Baked Vanilla Cheesecake**

with seasonal fruits

##### **White Chocolate & Raspberry Torte**

drizzled with chocolate sauce and raspberry compote

##### **Sticky Toffee Pudding**

with butterscotch sauce and vanilla ice cream

##### **Spiced Apple Tart Tatin**

served warm with creme fraiche

##### **Chocolate Celebration**

served with fresh pouring cream

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**Freshly brewed coffee or tea with Belgian chocolate truffles**

Prices until April 2012

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## HOUSE & PERFORMING ARTS CENTRE

### **Fork Buffet Menu - £36.00 per person**

Particularly popular during summer months, our Fork Buffet Menu offers an extensive variety of dishes. Your starters will be served to you before your guests are invited up table by table to choose from the buffet selection below. To finish your meal your chosen dessert will again be served to your table.

#### **Starter**

You may choose any starter from either the Standard or Luxury Menus

#### **Main**

Hand-carved meat platter

*Butter basted turkey*

*Roast rib of beef*

*Baked gammon*

Poached salmon fillet

Asparagus tart (V)

Mixed leaf salad with cherry tomatoes

Coleslaw

Vegetable rice salad

Pasta salad

Hot new potatoes

#### **Dessert**

You may choose any dessert from either the Standard or Luxury Menus

Freshly brewed coffee or tea with mints

### **Additional Courses**

You may wish to enhance your menu by offering your guests either a sorbet or a cheese course.

Sorbet - (to follow starter)

Choice of flavours...Champagne, Lemon Zest or Raspberry

**£3.50 per person**

Cheese & Biscuits - (to follow dessert)

Selection of four speciality cheeses with biscuits, grapes and celery

**£6.50 per person**

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## Children's Menu

### **Younger guests**

Older children normally prefer a small portion of the adult menu, which is charged at £16.75 for the Standard Menu and £18.75 for the Luxury Menu.

Younger guests may prefer to choose from our specially designed children's selection below at £14.00 for three courses

### **Children's Menu**

#### **Starters**

Homemade garlic bread slices

Honeydew melon boat

#### **Main Courses**

Cod fillet fish fingers and chips

Homemade cheese and tomato pizza and chips

Sausages and mash

#### **Puddings**

Vanilla ice cream

Fresh fruit salad

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## HOUSE & PERFORMING ARTS CENTRE

### Evening Buffet Menus

#### Finger Buffet

**£13.50 per person**

##### **Cold**

Selection of mini baguettes (1pp)  
Fresh crudité vegetables with dips (2pp)  
Roasted chicken wings with tomato dip (1pp)  
Homemade vegetable quiche bites (2pp)  
Chilli & ginger chicken strips (2pp)

##### **Hot**

Butterfly breaded prawns with sweet chilli dip (2pp)  
Mixed vegetable spring roll with sweet and sour sauce (2pp)  
Mini Yorkshire pudding with beef and horseradish (1pp)

#### Further Options

Alternatively, you may choose from the selection below or enhance your finger buffet with any of these items:

Hot bacon rolls

**£5.50 per person**

Selection of hot pies

**£5.50 per person**

Cheese and pate platters with French bread, biscuits, grapes and celery  
(Cheeses include mature cheddar, stilton, brie & Cornish yarg)

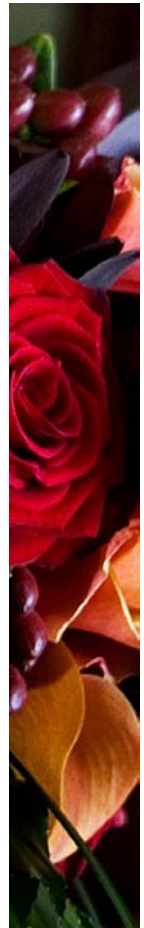
Any other cheeses may carry an additional charge

**£9.00 per person**

Bite sized fruit chunks with chocolate dipping sauce  
(strawberry, pineapple, melon and orange)

**£3.50 per person**

We are able to cater for a total of 250 guests in the evening. Amounts to cater for will vary depending on the timings, menu and additional evening guests. We will be happy to advise on this, but as a rough guide we suggest to cater for approximately 70% of your total expected evening guests.



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## HOUSE & PERFORMING ARTS CENTRE

### Wine List

#### House Wine

|                               |        |
|-------------------------------|--------|
| Cuvee - Badet Clement - Blanc | £15.50 |
| Cuvee - Badet Clement - Rouge | £15.50 |

#### White Wine

|   |        |
|---|--------|
| Opal Ridge Semillon Chardonnay (Australian) | £16.00 |
| Tierra Antica Sauvignon Blanc (Chilean)     | £16.50 |
| Pinot Grigio delle Venezie IGT (Italian)    | £16.50 |
| Foundstone Unoaked Chardonnay (Australian)  | £16.50 |
| Tuatara Bay Sauvignon Blanc (New Zealand)   | £18.00 |

#### Rose Wine

|  |        |
|--|--------|
| Pinot Grigio delle Venerie IGT Blush (Italian) | £16.50 |
|--|--------|

#### Red Wine

|  |        |
|--|--------|
| Opal Ridge Shiraz (Australian)             | £16.00 |
| Tierra Antica Cabernet Sauvignon (Chilean) | £16.50 |
| Valpolicella DOX (Italian)                 | £18.50 |
| Echeveria Merlot (Chilean)                 | £17.50 |

#### House Champagne

|                             |        |
|-----------------------------|--------|
| Moutard Cuvee Brut Prestige | £38.50 |
| Moutard Prestige Rose       | £38.50 |

#### Champagne

|                                |        |
|--------------------------------|--------|
| Mumm, Cordon Rouge             | £42.00 |
| Moet et Chandon, Brut Imperial | £49.00 |
| Verve Clicqout, Yellow Label   | £53.00 |

#### House Sparkling Wine

|                                   |        |
|-----------------------------------|--------|
| Saumur Cuvee Louis St Croix-Loire | £23.50 |
|-----------------------------------|--------|

#### Corkage

£6.00 per 75cl bottle of wine  
£7.00 per 75cl bottle of sparkling wine  
£8.00 per 75cl bottle of Champagne

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### General Information

- Bookings can be held provisionally for two weeks, after which a booking form must be completed and returned together with the hire fee within twenty eight days of receipt.
- At approximately three months before your wedding, a meeting with the Functions Manager will take place to discuss the details of your day including catering, rooms and timings.
- If holding the civil ceremony at Hinchingsbrooke House, couples need to contact the Huntingdon Registration Office on 0345 045 1363 to arrange the date and time of the ceremony.
- For weddings held between now-March 2012, our minimum catering spend is £4,700.00. For weddings held between April 2012-March 2013 our minimum catering spend is £4,900.00.
- Our catering prices are subject to change and reviewed annually every April. You will be charged the catering prices valid at the date of your wedding, not the date of booking.
- We require full numbers and full payment of estimated costs twenty one days before your wedding.
- Access to the House can be gained from 9.00am on the day of your wedding for florists and cake companies etc to set-up.
- The Reception Room on the first floor of the House will be available for your use throughout the day.
- In order to comply with the Food Safety Act 1990, Hinchingsbrooke House must supply all food, therefore outside caterers are not permitted.
- Contact details of service providers are available. Please contact the Lettings Office for details.
- There is a designated smoking area available on the terrace.
- All property belonging to the client (i.e. flowers etc) must be removed from the venue at the end of the period of hire.
- Due to the nature of our business, we are unable to offer food tastings but are more than happy to discuss your menu in more detail and provide references if required.
- All prices in this pack are inclusive of VAT at the current rate.

# Hinchingbrooke HOUSE & PERFORMING ARTS CENTRE

## How to Find Hinchingbrooke House

### From the A1 North

Pass the first signpost for the A14 (**Landmark- Alconbury**). Exit the A1 at the next A14 junction (**Brampton Hut**). At the roundabout, turn left onto the A14 East. Take the next turning for **Brampton & Huntingdon Racecourse**. Turn right at the first mini roundabout back over the A14. Go straight over the next roundabout, follow signs for **Huntingdon Railway Station** and **Hinchingbrooke Hospital** on Brampton Road. Take the first left into Hinchingbrooke House car park.

### From the A1 South

Go straight across the roundabout at Buckden (**Landmark: Shell Garage**) and take the next exit signposted Brampton. Follow the road under the bridge and filter left onto Buckden Road. Pass **Brampton Park Golf Course** on your right and straight over the next mini roundabout (**RAF Brampton**). At the next roundabout turn right onto Brampton Road, follow signs for **Hinchingbrooke House & Hospital**.

### All

On your right you will pass **Brampton Mill Restaurant**. Take the next left after the big stone wall, following signs for the **Hospital**. The **Police Headquarters** will be on your right. Go straight on at the traffic lights and take the first turning into **Hinchingbrooke House**.

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### **Ten Point Summary of Terms & Conditions**

- All bookings must be made through the Lettings Office, Hinchingbrooke House, Brampton Road, Huntingdon, CAMBS, PE29 3BN. Telephone number 01480 375678.
- Hinchingbrooke House is licensed for the performance of Civil Ceremonies. If you wish to hold a Civil Ceremony at Hinchingbrooke House you will need to coordinate the date and time with both the Superintendent Registrar, Huntingdon Registry Office and the Hospitality staff at Hinchingbrooke. The ceremony will be conducted and registered by staff from the Registry Office. Contact number for the Registrars Office is 0345 045 1363.
- A booking will not be confirmed until a booking form has been completed, signed and returned to the Lettings Office.
- Any cancellations should be made in writing to the Lettings Office.
- Hinchingbrooke reserves the right to require full hire payment (which will be determined by Hinchingbrooke) at the time of booking.
- Catering can only be provided by Hinchingbrooke Catering Services and for certain functions (i.e. Weddings, Dinners, Balls) a minimum spend may be stipulated.
- No intoxicating liquor or food shall be sold, supplied or brought on the premises, except under licence held by the Catering Manager.
- Hinchingbrooke House is governed by County Council Regulations. Cambridge County Council is a non-smoking authority.
- Smoking (except in designated area), naked flames, candles and fireworks are not permitted within the grounds of Hinchingbrooke House.
- The hirer is liable for any damage caused to the premises by themselves or their party. It is a necessity that hirers take out Third Party Public Liability Insurance to the sum of £5,000,000.

**FULL TERMS & CONDITIONS OF HIRE WILL BE SUPPLIED WITH A BOOKING FORM**