



The Barn
at Calcot

MEETINGS
AND CORPORATE EVENTS

At a glance

Hotel and Spa facilities

- 30 Bedrooms (34 from 1 November 2006)
- Private dining rooms for up to 100 guests
- Calcot Spa - a 16 meter indoor pool, sauna, steam room, outdoor hot-tub, 7 beauty treatment rooms, exercise studio, a relaxation area and two "all weather" tennis courts
- Car Parking for 100 Cars
- Helicopter Landing
- Special arrangements for team building activities on site and golf nearby

Complimentary Conference Equipment Available

- 72" Presentation screen with rear projection and multiple data input points for PC's in the Thomas Suite
- 42" Plasma screens in ground floor rooms
- Data port telephone for internet / e-mail access
- Infra red remote control slide projector
- Overhead projector and slide screen
- Video with NTSC/PAL/SECAM and stereo audio system
- Flip chart stands
- CD Audio System

Conference-Call facilities are also available
(call charges will apply)

Our Location

Calcot Manor is located on the Southern Edge of the Cotswolds within the M4/M5 corridor

Road

20 minutes from Junction 17 or 18 of the M4 and
Junction 13 or 14 of the M5
Central London 90 minutes

Airport Links

Bristol (Lulsgate)	40 minutes
London Heathrow	90 minutes
London Gatwick	150 minutes
Birmingham	60 minutes

British Rail

Kemble	15 minutes
<i>direct line to London Paddington 90 minutes</i>	
Stroud	20 minutes
<i>frequent direct lines to London Paddington 90 minutes</i>	

Other Travel

Facilities for helicopter landing
Chauffeur driven cars can be arranged

Cities

Bath	30 minutes
Bristol	30 minutes
Cheltenham	30 minutes
Swindon	40 minutes
Oxford	50 minutes
London	90 minutes

Traditional Delegate Rates

Traditional 12hr Delegate Rate

Conference Room
Tea, coffee and Danish pastries upon arrival
Mid-morning tea, coffee and biscuits
Two course lunch
Mid-afternoon tea, coffee and cake
Mineral water, cordial and mints in the meeting room
Use of our in-house audio-visual equipment as listed previously

Traditional 24hr Delegate Rate

As above, plus best available accommodation on the day
(a supplement of £15.00 for guaranteed deluxe bedroom or suite)
Dinner ~ three course *(Choice dependent on size of party)*
Full English breakfast
Use of Calcot Spa's health and leisure facilities

Executive Delegate Rates

These are designed for the Executive who likes to add that extra touch to their meeting, to promote discussion and bring the meeting to a successful conclusion.

Executive 12hr Delegate Rate

As listed in the Traditional 12hr Delegate Rate plus
A syndicate room *(subject to availability)*
Three course lunch prepared to your specification
Champagne Reception either before lunch or at the end of the meeting
Fresh fruit in the Conference Room

Executive 24hr Delegate Rate

As listed above plus
Accommodation in a deluxe room
Champagne Reception before dinner
Four course gourmet dinner

Meeting Room Capacities

These are the maximum capacities of our meeting rooms. Numbers may vary subject to equipment requirements.

	THOMAS SUITE (First floor)	ABBEY SUITE (Ground floor)	HENRY ROOM (Ground floor)	STONE ROOM (Ground floor)
SIZE (M)	11.6 x 10.5	10.6 x 7.9	5.3 x 7.9	5.3 x 7.9
SIZE (SQ.M)	123	84	42	42
HEIGHT (M)	2.4 (max 7.6)	2.4	2.4	2.4
NATURAL DAYLIGHT	YES	YES	YES	YES
AIR CONDITIONING	YES	YES	YES	YES
BOARDROOM	34	28	22	22
CLASSROOM	72	48	24	24
HOLLOW SQUARE	52	38	18	18
U SHAPE	38	29	16	16
THEATRE	130	90	35	35
CABARET	42	42	21	21
BANQUET (ROUNDS)	100	80	40	40
BANQUET (ROUNDS WITH DANCE FLOOR)	80	50	—	—
BANQUET (TRESTLES)	106	84	42	42

Light Entertainment

We are delighted to offer private dining facilities for up to 100 guests.

Themed dinner parties available ~ an excellent way to build team spirit!

The Cotswolds are renowned for their natural beauty and outdoor sports. Recreations are plentiful as listed. Please do ask for more information.

Golf: Cotswold Edge (18 hole)

Minchinhampton New Course (Two 18 hole)

Minchinhampton Old Course (18 hole)

Painswick (18 hole), Stinchcombe (18 hole)

Bowood (18 hole), Westonbirt (9 hole)

Golfing competitions can be arranged

- Go-karting
- * Clay pigeon shooting
- * Outdoor heated swimming pool (*available May - Sept*)
- * Indoor heated swimming pool
- * Exercise studio, sauna, steam room, outdoor hot tub and two all-weather tennis courts
- A range of water sports such as water skiing, jet skiing, windsurfing etc
- Gliding
- Horse riding
- * Cycling
- Westonbirt Arboretum
- A day at the races
- * Health and beauty treatments

We are happy to offer tours of the area and these might include:

Antiques tour of Tetbury, Burford or Bibury.

Visit some of the stately homes of England

Architectural tours

**On Site*

Team Building Activities

Here at Calcot, we are fortunate enough to have 250 acres of land on which we can arrange activities such as clay pigeon shooting and archery amongst others. We have developed a very good working relationship with an Event Management Company that has been highly-praised by each and every one of our clients that have enlisted their expertise.

If you would like to explore the idea of running an event during your time at Calcot, we are happy to discuss your requirements with you. We will then discuss your needs with the events company and suggest suitable activities to you, also giving an indication of cost.

We have found the company we use to be very competitively priced and in addition they offer a first-class service. The events are organised by professional, innovative staff that have an inspirational approach to the activities they run. Bespoke events/activities are also available.

Sample Activity Days include:

- The Business
- Country Pursuits
- The Bridge
- Citadel
- Auction Hunt

Please ask for further details.

Staying at Calcot Manor

Accommodation is arranged as follows:

7 Standard Bedrooms (10 from 1 November 2006)

18 Deluxe Bedrooms (19 from 1 November 2006)

5 Suites

Most rooms are available with either double or twin beds and can allocated for single occupancy where required.

Each individually decorated bedroom has:

Private bathroom with bath and shower

Direct dial telephone

Remote control colour television

Trouser press (on request)

Radio

Tea and coffee making facilities

Dining at Calcot

The Conservatory Restaurant

Our main restaurant, complete with stylish champagne bar and a kitchen boasting a wood-burning oven (partially viewable by our diners) offers fine dining in elegant surroundings. With a reputation for serving exceptionally good food and a wide selection of wines from around the world, the atmosphere of The Conservatory is relaxed and informal. The Conservatory may also be used for private dining dependent on numbers.

The Gumstool Inn

A menu of modern English dishes based around Cotswold produce awaits you at the informal Gumstool Inn. With cask ales available and a selection of some 16 wines served by the glass, it has something to suit all palates. Our informal Gastro-Pub provides a cosy contrast to the main restaurant and in the summer you can enjoy leisurely alfresco dining on the terrace.

The Bars

Choose from the Moët & Chandon Vintage Champagne Bar in The Conservatory, the relaxed lounges in the main house with big easy chairs, sofas and log fires or the Gumstool Bar which has a more "Traditional Inn" atmosphere where real ales are available. The Lounge Bar remains open until 1 am for resident guests. With prior notice, arrangement can be made for the bar to stay open late, but there will be a small charge for the manning of the facility.

Terms and Conditions

Making a Reservation

Calcot Manor will hold a booking provisionally for a period of 2 weeks after which time we reserve the right to release the booking if confirmation has not been received. A booking remains provisional until the hotel is in receipt of written confirmation and signed Terms and Conditions.

Final Numbers

These are required 1 week prior to the date of arrival and will be the minimum number charged for on the day of the conference. If accommodation has been reserved and cancellations are necessary after final numbers have been given, then you will be liable for a charge if the rooms are not resold.

Cancellation Policy

If pre-booked business is less than £3,000:

More than 28 days notice	No charge
22 - 28 days notice	25% of pre-booked business
15 - 21 days notice	50% of pre-booked business
8 - 14 days notice	75% of pre-booked business
Less than 7 days notice	100% of pre-booked business

The charge levied will be minus the VAT at the current rate

If pre-booked business exceeds £3,000:

More than 12 weeks notice	No charge
8 - 12 weeks notice	25% of pre-booked business
4 - 8 weeks notice	50 % of pre-booked business
Less than 4 weeks notice	100 % of pre-booked business

A cancellation charge will only be made if the facilities you had booked are not re-sold. These terms are negotiable dependant on the finer details of the booking but if no other terms have been agreed in writing then these will apply.

Booking Amendments

Should it be necessary to amend the date of a booking the cancellation policy will apply and should the booking be re-scheduled for a future date the cancellation charge will be credited against the final invoice after the event has taken place.



Calcot Spa



Calcot Manor



*William's Kitchen
at Calcot*