



# HORSLEY LODGE conferences

MEETINGS AND CONFERENCES 2024/25



# HORSLEY LODGE *events*

## Meetings and Conferences *at Horsley*

Featuring 3 flexible meeting spaces, set in 164 acres of beautiful grounds and surrounded by stunning Derbyshire countryside, Horsley Lodge provides a secluded, inspirational backdrop for any business conference or business meeting.

Throw in 21st-century technology, easy parking, an accessible location and even a round of golf when the going gets tough - and what's not to like?

This charming country house hotel offers the large, spacious Amber Suite which is perfect for product launches, seminars, presentations and group training days.

Or for smaller meetings we can offer The Conservatory with panoramic views over the golf course and The Atrium situated adjacent to the Amber Suite - all with a variety of set-ups, tailored to your requirements, and accommodation and excellent food and service on-site.

We have a large free car park and are situated just 15 minutes from Derby city centre, 20 minutes from the M1 and 25 minutes from East Midlands International Airport.

Inspire your colleagues, wow your clients, and strengthen your team in this tranquil, inspiring setting. Whether you seek a quiet boardroom with excellent views, an impressive space to host a conference, or an unforgettable bonding experience with overnight accommodation, you'll have an expert member of our team on hand in the lead up to and during your event.

No matter what your business needs, we're here to help.

- THREE SPACIOUS MEETING ROOMS
- HOSTING FROM 2 TO 100 DELEGATES
  - CHAMPIONSHIP GOLF COURSE
  - 14 EN-SUITE BEDROOMS
- COMPLIMENTARY CAR PARKING
- EASILY REACHED WITH EXCELLENT LOCATION

**01332 780 838**

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HORSLEY LODGE, HORSLEY LODGE DRIVE, SMALLEY MILL ROAD, HORSLEY, DERBYSHIRE, DE21 5BL

# HORSLEY LODGE events

## Our rooms



FLOORSPACE

CEILING HEIGHT

THEATRE

BOARDROOM

BANQUET

CABARET

CLASSROOM

U-SHAPE

RECEPTION

	FLOORSPACE	CEILING HEIGHT	THEATRE	BOARDROOM	BANQUET	CABARET	CLASSROOM	U-SHAPE	RECEPTION
THE AMBER ROOM	19m x 9m	2.7m	120	30	120	60	30	30	160
THE CONSERVATORY	5m x 5m	3.2m		10					
THE ATRIUM	8m x 8m	4.7m	40	20	40	20	40	20	40

### The Amber Room

Our largest conference room which can seat up to 100 people and can accommodate any of our meeting room setups. The Amber Room is fully air-conditioned with adjustable lighting in place.

### The Amber Suite

The Amber Room can be hired in conjunction with The Atrium and The Amber Lobby making it ideal for large self-contained groups giving both the main room and adjacent space suitable for breakout activities and refreshments.

### The Amber Lobby

The Lobby serves both The Atrium and The Amber Room and is perfect for tea and coffee breakout areas as well as a quiet area for delegates to talk outside of their main room.

### The Atrium

An airy and open space suitable for networking, smaller boardroom or U-shape meetings of up to 20 people. This room has full natural daylight.

### The Conservatory

The Conservatory is a semi-private meeting room adjacent to the Clubhouse restaurant. This room is ideal for informal meetings up to 10 people.

This room has full natural daylight and fantastic views over the golf course.

# HORSLEY LODGE events

## Our delegate packages

### Day Delegate PACKAGE

Our Standard 8 hour Day Delegate Rate includes everything you need for a day away from the office. With three meeting and event rooms in our Lodge House there are plenty of options to choose from for your next meeting.

- Meeting room
- Conference supplies
- LCD projector and screen
- Flip chart and pens
- Car parking
- Free high speed WiFi
- Working buffet lunch  
*(Fixed price lunch in the restaurant additional £10 per person)*
- Three servings of tea and coffee
- Still and sparkling water

**£35 PER PERSON**  
*(Minimum of 10 delegates)*

### 24 hour Delegate PACKAGE

Need to stay longer? We offer the perfect solution with our 24-hour delegate package for a relaxing overnight stay after your event. Meetings are available in all three function rooms depending on the number of guests and requirements.

- Meeting room
- Conference supplies
- LCD projector and screen
- Flip chart and pens
- Car parking
- Free high speed WiFi
- Working buffet lunch  
*(Lunch in the restaurant additional £10 per person)*
- Three servings of tea and coffee
- Still and sparkling water
- Dinner in the clubhouse restaurant  
*(£20.00 food allowance)*
- Overnight accommodation  
*(single occupancy)*
- Full English breakfast

**£145 PER PERSON**

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# HORSLEY LODGE events

## Our room hire rates

ROOM HIRE	HALF DAY	FULL DAY
THE AMBER SUITE	£750	£1000
THE AMBER ROOM	£300	£500
THE CONSERVATORY	£50	£100
THE ATRIUM	£75	£125
<b>ADDITIONAL ITEMS</b>		
FLIPCHART AND PENS		£15
PROJECTOR SCREEN		£15
LCD PROJECTOR AND SCREEN		£75
TEA, COFFEE AND BISCUITS (per person)		£3.00
TEA, COFFEE AND PASTRIES (per person)		£5.50
BACON ROLL, TEA AND COFFEE		£6.50
STILL AND SPARKLING WATER (per person)		£3
PHOTOCOPYING/SCANNING		from £0.20
TWO COURSE LUNCH in the restaurant (per person - menu overleaf)		£20

## Lunch Buffet

£9.95 PER PERSON

A traditional self-service buffet station accompanied with crockery, cutlery and napkins served in your meeting room.

Open and closed sandwiches on a selection of fresh bread

Tuna mayo, chive and tomato  
Smoked salmon, cucumber and cream cheese  
Leicester and Cheddar savoury  
Egg and cress  
Ham and chutney

Potato and chive salad  
Mixed leaf and red onion salad  
Coleslaw

### ADDITIONAL BUFFET ITEMS AVAILABLE

4 ITEMS £6 | 6 ITEMS £8 | 8 ITEMS £10  
(price per person)

Roasted vegetable and humous  
Hot sausage rolls, HP sauce  
Huntsman's Pork Pie  
Onion bhajis, mint and cucumber riatata  
Lemon and thyme chicken skewers  
Vegetable quiche selection  
Sea salt roasted new potatoes  
Chunky chips and dips

# HORSLEY LODGE events

## Two Course Working Lunch

SERVED IN THE CLUBHOUSE RESTAURANT

### ROAST SALMON FILLET GF

on slow roast vegetables and tomato medley, herb oil dressing

### PORK RIB-EYE STEAK GF

hand-cut triple cooked chips, black pudding, field mushroom, stilton sauce

### CAESAR SALAD WITH CHICKEN OR POACHED SALMON GF

Crisp cos lettuce, parmesan shavings, herb croutons

### WILD MUSHROOM AND TARRAGON RISOTTO V VE GF

parmesan shavings and truffle oil

.....

### WARM DOUBLE CHOCOLATE BROWNIE V VE GF

chocolate sauce, chocolate soil and vanilla ice cream

### VANILLA PANNA COTTA

winter berry compote and shortbread bites

### STICKY TOFFEE PUDDING V

toffee sauce & vanilla ice cream

### SELECTION OF ARTISAN CHEESES V

homemade chutney and biscuits

#### DIETARY OPTIONS AVAILABLE:

V VEGETARIAN VE VEGAN GF GLUTEN FREE

*Available for 10 - 30 delegates | Menu subject to change | Pre-order required one week prior to event*

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# HORSLEY LODGE events

## Conference & Meetings Accommodation

With 14 en-suite bedrooms and its stunning rural location, Horsley Lodge makes an excellent location for teambuilding events. We can provide meeting room costs for multiple days with breakfast, lunch and dinner requirements. In addition we can work with local companies to add team activities and experiences. Horsley Lodge offers 11 bedrooms in the main hotel, with the majority enjoying views over the golf course and surrounding countryside.

There are also two three-story limestone cottages full of original features and designed with complete luxury in mind.

When you hold your event at Horsley Lodge we can offer a preferential accommodation tariff to your delegates inclusive of full English Breakfast.

	2024	2025	
<b>EXECUTIVE DOUBLE OR TWIN BEDROOM</b> <i>Our Executive Double Rooms are contemporary in design with bespoke designer fabrics and model en-suite bathrooms. Views are limited as some are rear facing, others have partial views over the Championship 18 hole Golf Course.</i>	Single occupancy	£155	£160
<b>LUXURY DOUBLE OR TWIN BEDROOM</b> <i>Our Luxury Double Rooms have uninterrupted south facing views over our 18 hole Championship Golf Course. Contemporary in design, with bespoke designer fabrics and modern en-suite bathrooms.</i>	Single occupancy	£155	£160
<b>THE LANCASTER SUITE</b> <i>A spacious room, contemporary in style with oodles of room to spread out. Set in the eves of the hotel, views are restricted. Modern, spacious en-suite bathroom.</i>	Double occupancy <i>This room can accommodate 2 additional adults @ £40 per adult</i>	£195	£200
<b>SALT SUITE</b> <i>The luxurious Salt Suite is self contained and split over three levels with a kitchenette, dining area, sofa bed, master bedroom with roll-top bath and Juliette balcony, family bathroom with sauna and a top floor bedroom with twin beds.</i>	Double occupancy <i>This room can accommodate a further 4 guests charged at £40 per adult</i>	£235	£240
<b>BARN COTTAGE SUITE</b> <i>Barn cottage is set over 3 floors with a lounge and kitchen, a magnificent master bedroom with superking Hypnos bed, spa bath, shower room and lounge area with spiral staircase and two luxury sofa beds.</i>	Double occupancy <i>This room can accommodate a further 2 guests charged at £40 per adult</i>	£235	£240

All rates inclusive of VAT | All accommodation is subject to availability, so please make sure your accommodation requirements are planned well in advance | Check in time is from 3.00pm | All bedrooms must be secured with a £50 non-refundable deposit at least 4 months prior to the event - any unallocated rooms at this point will be released back onto general sale | Our cancellation policy for individual room bookings is 48 hours prior to arrival, after which a cancellation charge will apply



# HORSLEY LODGE

## Terms and conditions

### Booking and deposits

Once you have decided on possible dates, please contact us so that we can check availability. It is at this stage we are able to make a provisional reservation for you, which will be held for 14 days. A non-transferable, non-refundable deposit of £100 for the Old Restaurant & £200 for the Amber Suite is required to secure the booking. If the deposit is not paid within 14 days of the provisional booking being made, then Horsley Lodge reserves the right to release your booking without further notification.

### Final Numbers

Final numbers, menu choice and any special dietary requirements must be confirmed one week prior to the event. Any changes to guest numbers after this period are deemed to be fully chargeable.

### Payment

Full payment of the total estimate cost for the event is required seven days prior to the event. Any additional charges e.g. bar drinks additional wine etc. must be paid for upon departure.

### Entertainment - Amber Suite only

We can provide the services of our house DJ for an additional charge. If you wish to arrange your own entertainment, a surcharge of £100 applies. Your entertainer must provide us with a copy of their Public Liability Insurance in advance of the event. Our DJ's equipment is not available for hire.

### Damages

The hirer shall be required to pay for any loss or damage to any part of the hotel premises, fixtures, fittings & equipment, which is caused by the hirer, his guests or paid servants.

### Golf Course

For safety reasons, guests are not permitted on any part of the golf course.

### Responsibility

Horsley Lodge will not be held responsible for the loss of or damage to any items brought onto the premises e.g. cameras, gifts, decorations etc. Horsley Lodge will not be held responsible for circumstances beyond our control. If the need to change any aspect of your event arises, you will be notified immediately. We will endeavour to ensure that the changed service will be of an equal or higher standard.

### Children

Children are very welcome. We do ask that they are supervised at all times, especially whilst the food is being served. Horsley Lodge does not have a creche or children's play area.

### Photographs

You may wish to take photos on the purpose built paved area by the lakes at the entrance to Horsley Lodge, as the surroundings provide excellent photo opportunities. For safety reasons photographs are not permitted on any other area of the golf course.

### Outside Catering

All food & beverages must be purchased from Horsley Lodge. With the exception of items such as celebration cakes & chocolate fountains, we do not permit guests to provide their own food or engage outside caterers.

### Licensing Act 1964

The hirer & all persons attending must comply with all requirements of the licensing act 1964.

### End of the Night

All musical entertainment must finish no later than midnight. Last orders are called at 11.45pm & the club's bars close at midnight.

# HORSLEY LODGE events

## Our location

### BY ROAD

For satellite navigation and GPS systems please use the postcode DE21 5BL. Please note that we are on the outskirts on the village, not in the centre.

Horsley Lodge is 20 minutes from junction 25 of the M1 if coming from the south or junction 28 if from the north. From the A38 north of Derby take the exit for Belper/Kilburn and follow the brown tourist signs.

### BY RAIL

Derby station is 15 minutes away.

For National Rail Enquiries call 08457 484950 [www.MidlandMainline.com](http://www.MidlandMainline.com)

### BY AIR

East Midlands International Airport is located 25 minutes away.

IF YOU WOULD LIKE TO VIEW OUR FACILITIES PLEASE CONTACT OUR EXPERIENCED EVENTS TEAM TO ARRANGE A SUITABLE DATE AND TIME.

If your event has specific requirements we will be pleased to work with you to make your business event exceptional.

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