The Owton Manor Community Centre is committed to providing a safe and secure environment for all community groups and staff.

The facility offers a wide range of rooms for hire by community groups, members of the public and professional organisations.

A range of activities can be undertaken in the centre including large or small meetings, training courses, educational classes, tea dances, hobby groups, exercise groups, martial arts and private parties.

To arrange a visit to view our facilities please call in or telephone 01429 272631

Owton Manor Community Centre, Wynyard Road, Hartlepool. TS25 3LQ
Email: lynne.osborne@hartlepool.gov.uk or robert.maughan@hartlepool.gov.uk

In the community : For the community
Main Hall

- A multi function room suitable for almost any activity
- Can accommodate up to 200 people standing
- 150 people in theatre style seating
- 100 people sitting around group tables
- 50+ people sitting around a large conference table
- There is an additional area on the stage for 12-30 people at tables

Training Room 1

- A carpeted room suitable for meetings for up to 50 people standing
- 30 people in theatre style seating
- 20 people sitting around group tables
- The use of an Interactive White board is available and limited Wi-Fi connection – this facility must be booked when making your room booking

Training Room 2

- This room is suitable hobby or craft activities
- Meetings for up to 30 people standing
- 20 people sitting at tables
- Hatch giving direct access to the kitchen
1st Floor Rooms

There are two smaller rooms available located on the first floor which are suitable for meetings and training course for 10 to 15 people, an office area and a comfy room with a sofa and chair ideal for that informal meeting or counselling session.

All these rooms are also available on long/short term leases as office space; there are separate kitchen and toilet facilities within this area.

These rooms are currently leased to HBC Special Support Services.

Booking requests and enquiries about room hire charges can be made by contacting Hartlepool Customer Service Centre on 01429 523332 or via e-mail at: customer.service.@hartlepool.gov.uk or bookings@hartlepool.gov.uk.

You can also check room availability with Community Building Assistant.

Please note that all hire times must also include time for setting up and clearing away.

Where are we?

- Car park
- 2 disabled parking spaces
- Within walking distance of main service route, approx 150m
- The Centre is wheelchair accessible and has disabled toilet facilities
- There is a lift for access to the stage area
Kitchen Facilities

- All user groups have free access to the kitchen to make refreshments, however, please note tea/coffee etc is not provided
- Hot water flasks are available for groups to use
- All groups must wash and clear away any equipment/cups used and leave kitchen clean and tidy for other users of the centre
- Any groups wishing to use the kitchen to prepare food which is offered for consumption at an event will need to obtain a ‘Food Hygiene Certificate’
- Advice and guidance is available from the ‘Public Protection’ section of Hartlepool Borough Council, on (01429)523320 to establish whether there is a need to be registered or approved as food business establishment
- Limited equipment and utensils are available for use

Additional Information

- Hartlepool Borough Council operates a ‘NO SMOKING POLICY’ in or in the vicinity of all its buildings – please respect this policy
- There is limited access to the HBC network and this can only be accessed by using Northgate approved computer equipment
- Training room 1 offers the use of an Interactive Whiteboard and limited Wi-Fi connection
- There is a limited amount of additional equipment that can be made available for use in the centre i.e. flipcharts, 2x TV/Videos, projector and screen, bowls mats etc, these items must be requested at least two weeks in advance of your booking to ensure availability. Please book any equipment you need when you make your room booking.