

CYFARFOD A CHYNADLEDDA

# conwy

MEETING & CONFERENCE



# MEETING & CONFERENCE FACILITIES

A SPACE FOR EVERY EVENT, TRAINING OR MEETING

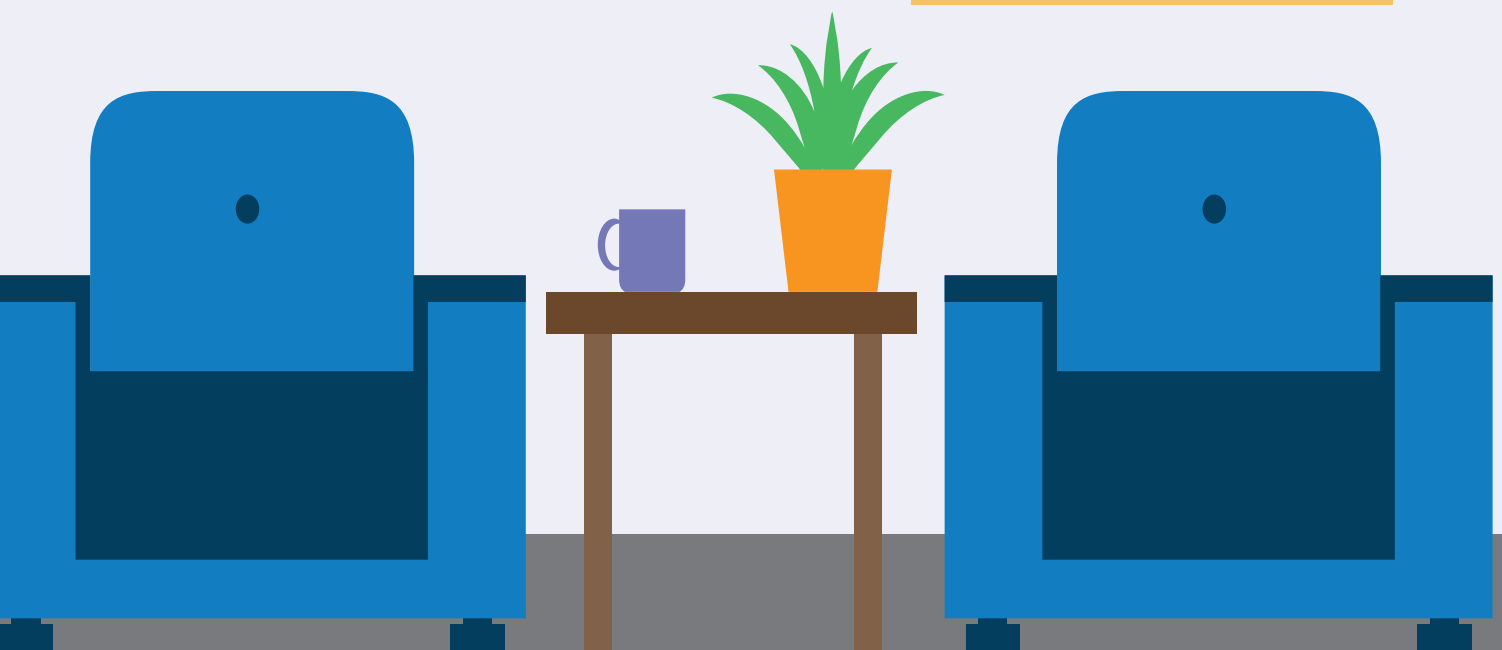
Suitable for up to 170 people, or a boardroom for 30, whether you're launching a new product, holding a staff teambuilding event, a networking event, charity event or AGM we'll do the hard work and get it looking great for your event. The Conference Hall is a versatile big open space that can be set -up any way you want.



• CABARET STYLE •



• THEATRE STYLE •





• HORSESHOE STYLE •

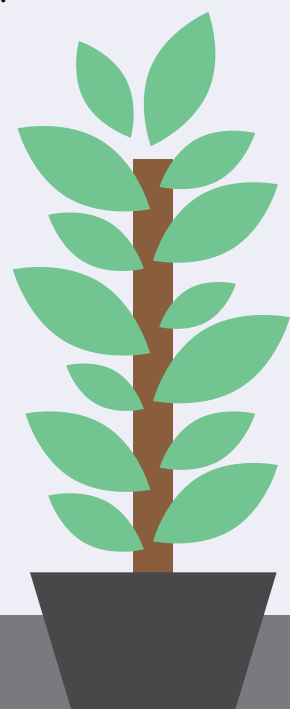
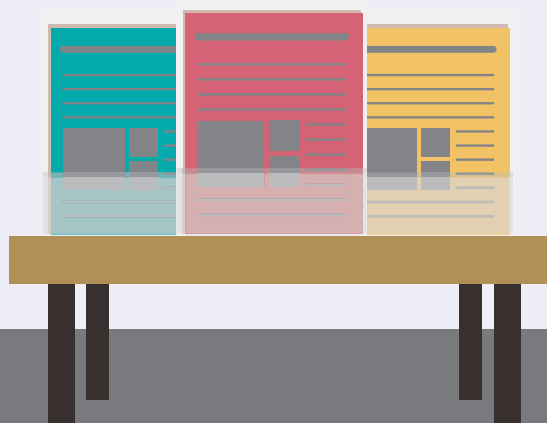


• CLASSROOM STYLE •

#### YOU'LL ALSO BENEFIT FROM:

- Our experienced conference team provide who will provide a personal service to make sure your event is perfect on the day and have the room all set up exactly the way you want it
- We work very closely with our local catering agencies and as well as our excellent range of buffet menus for every budget, we can also work to your specifications and needs.

We also offer day delegate packages, taking care of all the lunch and break time refreshments, equipment and room hire in one simple step.



# HIRING A ROOM

FROM AS LITTLE AS £10



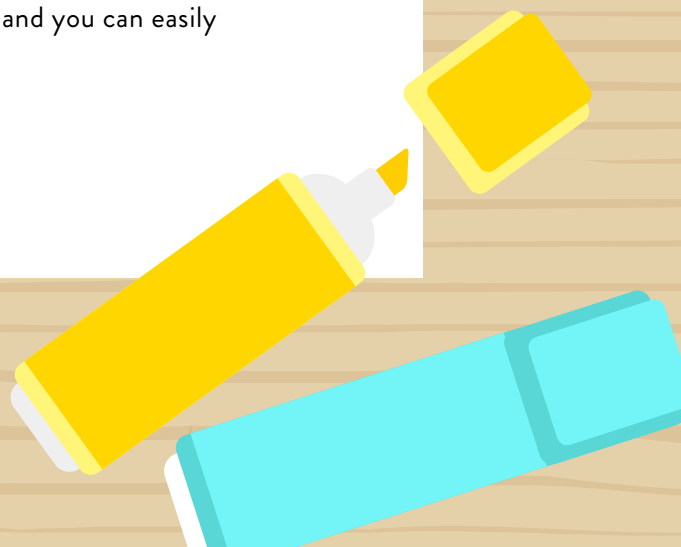
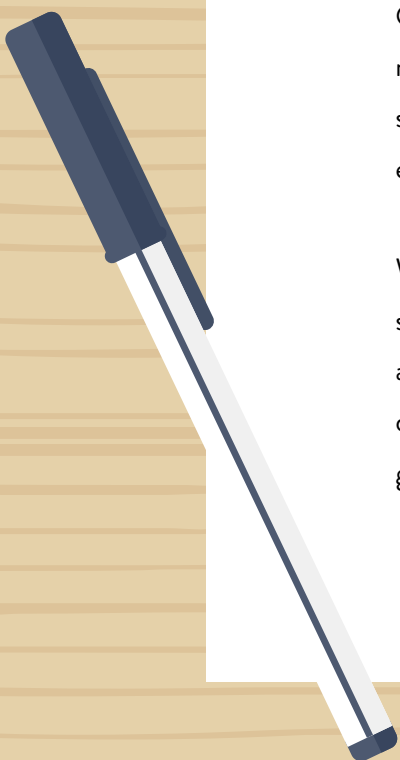
Whether you're meeting a client, or your whole team are getting together or a showcase event we have the flexibility to deliver what you need in the heart of North Wales.

Choose a half or full day rate, or choose a day delegate package that takes care of all the little details in one simple step.

If you need an overnight stay there is no shortage of places within minutes away for a great overnight stay and we're happy to assist you.

Once you've decided the best layout for your meeting you can relax. You'll arrive with your room fully laid out, your equipment set up and any special requirements taken care of. Our highly experienced team is always on hand to help and provide advice.

When you run your training course here your equipment is set-up ready to go, a little box full of useful facilitator's bits and pieces for adding creativity is on hand, and any other little detail you asked for has been taken care of and you can easily get help with anything if you need.



## MEETING AND CONFERENCE ROOM HIRE CHARGES

Capacities are maximum and may vary depending on the room layout	DAY 08:00 - 18:00	HALF DAY 08:00 - 13:00 13:00 - 18:00	PER HOUR 08:00 - 18:00 Minimum 2 hours	PER HOUR Before 08:00 After 18:00
<b>Conference Hall</b> Capacity: 170	£325.00	£185.00	£65.00	£90.00
<b>Suite 1</b> Capacity: 6	£35.00	£20.00	£10.00	£15.00
<b>Suite 2</b> Capacity: 30	£100.00	£70.00	£30.00	£40.00
<b>Suite 3</b> Capacity: 6	£40.00	£25.00	£12.00	£18.00
<b>Suite 4</b> Capacity: 25	£85.00	£55.00	£25.00	£35.00
<b>Suite 5</b> Capacity: 25	£85.00	£55.00	£25.00	£35.00

PRICES DO NOT INCLUDE VAT

## EQUIPMENT HIRE

### DATA PROJECTOR & SCREEN

Full Day: £30.00 | Half Day: £15.00

### DATA PROJECTOR AND LAPTOP

Full Day: £60.00 | Half Day: £30.00

### VIDEO CONFERENCING

Full Day: £60.00 | Half Day: £30.00

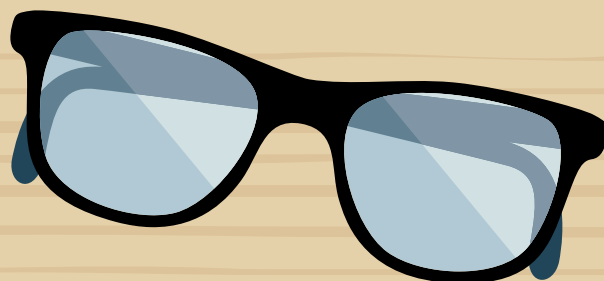
### LAPTOP

Full Day: £30.00 | Half Day: £15.00

### FLIPCHART

Per Flipchart: 1st free | £4.00 after

PRICES DO NOT INCLUDE VAT



# DELEGATE PACKAGES

FROM AS LITTLE AS £22.50

## CLASSIC PACKAGE | £22.50 per delegate + VAT

### PACKAGE INCLUDES:

Refreshments on arrival (Tea, Coffee and herbal tea selection)  
Morning break with biscuits • Lite Bite buffet lunch with fruit juice  
Mid-afternoon break with biscuits • Water • Delegate stationary  
LCD Projector and Screen • Flip Chart • Room Hire • Wi-Fi

## CLASSIC PLUS PACKAGE | £27.50 per delegate + VAT

### PACKAGE INCLUDES:

Refreshments on arrival (Tea, Coffee, Herbal tea selection & fruit smoothie shots)  
Mid-morning break with buttered Bara Brith • Working Lunch buffet with fruit juice Mid-afternoon break  
with biscuits • Water • Delegate stationary  
LCD Projector and Screen • Flip Chart Room Hire • Wi-Fi

## VIP PACKAGE | £35.00 per delegate + VAT

### PACKAGE INCLUDES:

Refreshments on arrival (Tea/ Coffee, Herbal tea selection and fruit smoothie shots)  
A selection of Danish Pastries and Fruit Bowl  
Mid-morning break refreshments served with buttered Bara Brith  
Personalised Buffet Lunch with fruit juice and non-alcoholic sparkling wine  
Mid-afternoon break refreshments served with handmade chocolates • Bottled Mineral Water  
Delegate stationary • LCD Projector and Screen • Flip Chart • Room Hire • Wi-Fi

### PLEASE NOTE:

Minimum numbers do apply and vary depending on the room(s) required please enquire for more information



# BUFFET & REFRESHMENTS

## DISCOVER OUR MENUS

### BUFFETS ARE LOVINGLY SUPPLIED BY:



Mrs. Buffet is based in the heart of Conwy and offers affordable good quality range of buffets for any meeting or conference. We like the lite-bite lunch buffet which gives you the option of tailoring you buffet which gives you the option of tailoring your buffet with a “pick and mix” of savoury treats! And we have to mention her delicious cakes which are a faourite and always beautifully prepared.



Country Taste is a deli, catering and cake business located in North Wales. We offer a quality bespoke service whatever your requirements or occasion. All our food is freshly prepared to order from the finest ingredients by our small team. We aim to provide a friendly, personal and efficient service and will work closely with to create the highest standard of taste and presentation for your event or celebration, whether small or large.



Homemade and Hand Delivered Meals are based on a farm in Tyn-Y-Groes near Conwy. We love to eat tasty food made from quality ingredients. So we work on the principle that homemade is best and make everything from the beginning we physically can, inc; the Soups, Bread rolls, Cakes & Danish Pastries offered in buffets. If we can't make it at home then we try to buy it locally.



# BUFFET & REFRESHMENTS

DISCOVER OUR MENUS



## REFRESHMENTS & CAKES

### TEA & COFFEE | £1.30 pp

Includes herbal & fruit tea, fair trade tea & fair trade coffee

### TEA, COFFEE & BISCUITS | £1.50 pp

Includes herbal & fruit tea, fair trade tea & fair trade coffee with a selection of biscuits

### TEA, COFFEE & CAKE | £3.35 pp

Includes herbal & fruit tea, fair trade tea & fair trade coffee with freshly baked local bakery cakes

### APPLE, ORANGE OR CRANBERRY JUICE | 49p pp

### FRUIT & NUT SNACKS | £1.00 pp

A tasty, healthy portion of dried fruit & nuts for nibbling!

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## EARLY MORNING START? WHY NOT START YOUR DAY WITH A...

### MRS BUFFET

#### LIGHT BITE BREAKFAST | £6.00 pp

Variety of Danish pastries, homemade fruity baked oatmeal muffins, low fat yoghurt and tasty toppings of granola, fresh fruit, nuts, seeds & honey

### HOMEMADE & HAND DELIVERED

#### BREAKFAST / BRUNCH (MIN 5 PERSONS) | £5.50 pp

Homemade Granola • Delicious Homemade Danish Pastry (Crème Pat & Fruit with Welsh honey, Chirizo & Cheese or Pan au Raisin) • Fruit Salad • Yoghurt

### INDIVIDUAL ITEMS

Danish Pastry £2.50 • Croissants (with butter & jam) £2.50  
Bacon / Sausage bap £2.50 • Quorn Bacon / Sausage bap £2.60  
Cheese & Bacon Muffin £2.50 • Yoghurt £2.00 • Fruit Bowl £1.75







## SHARING PLATTERS | £3.65 pp

### COUNTRY TASTE MEAT PLATTER

Ham, beef & turkey with pickles and chutney

### COUNTRY TASTE CHEESE BOARD

Selection of quality cheese, fresh fruit & walnuts, crackers and bread with butter, chutney and pickles

### COUNTRY TASTE PLOUGHMAN'S PLATTER

Pork pies & BBQ dip, ham, cheese, pickles and bread selection

### COUNTRY TASTE FRUIT & BERRY PLATTER

Fresh fruit and berries with yoghurt and honey dip

### MRS. BUFFET COOKED MEAT PLATTER

Ham, Turkey and Mediterranean Meats with a selection of breads, butter, olive oil and balsamic dips

### MRS. BUFFET CHEESE PLATTER

Selection of cheese served with crackers, chutneys & grapes

### MRS. BUFFET FRUIT PLATTER

Large selection of freshly cut and whole fruits

### HOMEMADE & HAND DELIVERED CHEESE PLATTER

A selection of Welsh Cheddar with our own homemade tomato chutney.

Add Homemade Biscuits for an extra 50p pp



#### Do you have any Dietary Requirements?

If you have any dietary requirements such as Gluten Free, low sodium, lactose free, Vegan etc please don't hesitate to inform us as we will work with our caterers to meet your specific requirements.

# BUFFET & REFRESHMENTS

DISCOVER OUR MENUS

## LIGHT LUNCHES & SOUP

### MRS BUFFET | £4.75 pp

Wholemeal and white sandwiches garnished with salad, tuna wraps, crisps, platter of freshly cut fruit and vegetable crudités with dips • Variety of homemade cakes

Fruit juice

### COUNTRY TASTE | £4.50 pp

Deli sandwiches and rolls on white, brown & wholemeal bread, crisps, crudités with savoury dip Fresh fruit platter with yoghurt & homemade cakes • Cloudy

lemonade/ fruit juice

### HOMEMADE & HAND DELIVERED | £5.00 pp

A selection of fillings on wholemeal and white bread and wraps with salad garnish & crisps • Honey Mustard Welsh sausages, homemade pesto & cheese pizza

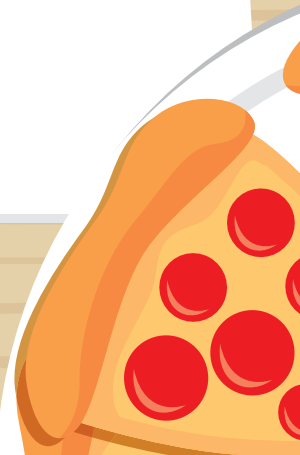
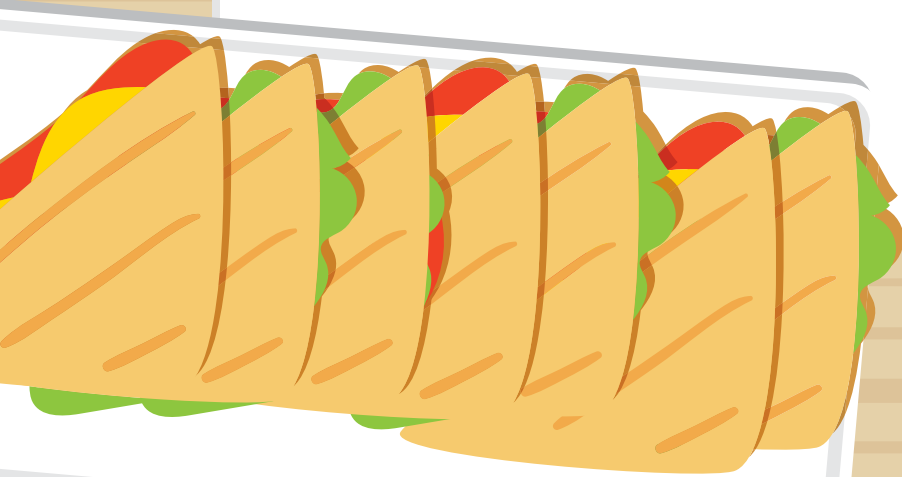
Homemade cakes

**Or, how about a healthier option?** Wholemeal pitta bread and wraps with a selection of sandwich fillings with salad garnish, roasted vegetable frittata, lemon & herb dressed chicken skewers, homemade basil pesto and cheese bruschetta

Fruit salad & low fat yoghurt

### HOMEMADE SOUP & ROLL | £3.65 pp

Leek & Potato, Butternut Squash, Carrot & Coriander, Italian Tomato & Herb, Vegetable. Provided with a selection of wholemeal, seeded and white bread rolls



## HEARTY LUNCH BUFFETS

### MRS BUFFET | £6.00 pp

Wholemeal and white sandwiches garnished with salad, tuna wraps, crisps, platter of freshly cut fruit and vegetable crudités with dips • Variety of homemade cakes • Fruit juice

**Add 3 extras:** Chicken goujons, pork pies, sausage rolls, pizza slices, vegetarian quiche, Asian selection with dips, oriental selection with dips, selection of chicken wings, strips & bites, mini fish cakes, buttery new potatoes.

### COUNTRY TASTE | £6.50 pp

Deli sandwiches and rolls on white, brown & wholemeal bread, homemade sausage rolls, savoury vegetable and cheese tart, bruschetta with tomato basil red onion and goats cheese.

Fresh fruit platter with yoghurt, selection of homemade cakes.

**Healthier option:** Deli sandwiches and rolls on white, brown & wholemeal bread, sweet chilli chicken skewers, vegetable & cheese skewers, bruschetta with tomato basil red onion and goats cheese. Fresh fruit platter with yoghurt.

Both options come with a Mediterranean platter: Charcuterie selection, olives, roast tomatoes with herbs, mozzarella, houmous and focaccia • Cloudy lemonade/ fruit juice

### HOMEMADE & HAND DELIVERED | £7.00 pp

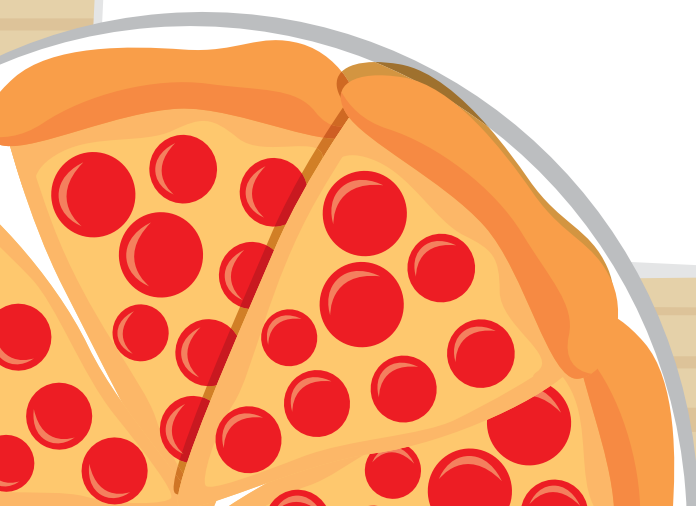
Freshly baked granary and white crusty baguettes with a selection of sandwich fillings with salad garnish and fruity slaw, crisps, savoury pastries, honey and lemon and Mediterranean vegetable skewers. • Fruit salad, low fat yoghurt or a selection of homemade cakes or triple chocolate mousse on cherry coulis

**Healthier option:** Mediterranean vegetable cous cous with dressed chicken and salmon skewers, egg salad, fruity slaw, herb bruschetta crisps dressed with olive oil and parmesan, roast sweet potato slices with tomato & olives • Fruit salad & low fat yoghurt and nutty flapjacks

**HOT BUFFETS ARE AVAILABLE ON REQUEST STARTING FROM £6.95pp**

### Fancy something that's not on the menu?

If you have something specific in mind that is not represented in the menu choices we will work with you and the caterers to meet your needs.



# HOW TO FIND US

## AT THE CONWY BUSINESS CENTRE

### FEEDBACK

We are always aiming to improve and develop our facilities and services and would be grateful for any feedback

**CONWY BUSINESS CENTRE, JUNCTION WAY,  
LLANDUDNO JUNCTION LL31 9XX**

### **WESTBOUND - FROM THE A55 (FROM COLWYN BAY / CHESTER DIRECTION)**

- Exit the A55 via the slip road sign posted Deganwy A546 & Conwy A547 (Junction 18)
- At the top of the slip road take the third exit off of the roundabout

### **EASTBOUND - FROM THE A55 (FROM BANGOR / HOLYHEAD DIRECTION)**

- Exit the A55 via the slip road sign posted Deganwy A546 & Conwy A547 (Junction 18)
- At the top of the slip road take the first exit off of the roundabout

### **AFTER THE A55**

- At the next roundabout take the third exit into the complex containing Cineworld, McDonalds and KFC
- Take the next turning on the left (just before McDonalds) and follow the road down
- The Conwy Business Centre is the large blue building straight ahead



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MEETING & CONFERENCE

### **ENQUIRIES AND BOOKINGS**

T: 01492 574574

E: [businesscentre@conwy.gov.uk](mailto:businesscentre@conwy.gov.uk)

[www.conwybusinesscentre.com](http://www.conwybusinesscentre.com)