



Your
WEDDING DAY
at the Henley Town Hall

**Thank you for considering Henley's Town
Hall for your wedding**

Situated in the heart of the charming town of Henley, our historic Town Hall offers a unique and elegant setting for your wedding, blending timeless grandeur with contemporary style.

Our picturesque location provides a stunning backdrop for all seasons, ensuring your wedding is beautiful, no matter the time of year. The hall's stately architecture and elegant interiors offer the perfect ambiance for your ceremony and reception, creating lasting memories.

Our experienced wedding team is dedicated to making your day extraordinary. From your initial enquiry through to the moment you say "I do," we are here to support you with expert advice and personalized service.

At Henley Town Hall, our goal is to provide you with peace of mind, allowing you to enjoy every moment of your preparations and ensuring your wedding day is everything you've dreamed of and more.

bookings@henleytowncouncil.gov.uk
or
01491 576982



Ceremony Options

Whether you are planning a lavish wedding reception or an intimate celebration, Henley Town Hall is the perfect place to say "I do".

With a **choice of two licensed rooms**, we will have the perfect option for you and your guests.

Both wedding rooms are licensed for weddings and civil ceremonies.

Licensed Ceremonies

To hold a licensed ceremony at the Town Hall, you will need to make formal arrangements for a registrar to attend through Oxfordshire County Council. (This needs to be done in advance of confirming your date with us.)

An alternative option is to “get married” before your ceremony and then have a celebrant, friend or other person hold your wedding ceremony on your special day.



Town Hall Room Options



There are two wedding rooms available at the Town Hall .

Enjoy the grand marble staircase and the timeless glamour of the **Queen Elizabeth II Hall**

or

the more intimate wood-panelled, historic **Council Chamber**, both in our grand, Grade II listed Town Hall.



Council Chamber

For a wedding that exudes classic charm and intimate elegance, the Council Chamber at Henley Town Hall is the ideal choice. This beautifully appointed room, with its floor-to-ceiling oak panelling, offers a warm and inviting atmosphere for your special day.

The Council Chamber can accommodate **up to 60 guests**, making it perfect for a smaller, more personal celebration. It features a stunning fireplace and elegant brass chandeliers, adding a touch of sophistication to your ceremony or reception.

Features:

From £550
for 2 hour ceremony

Rich, wooden wall panelling
Beautiful Fireplace
Brass Chandeliers
Intimate Setting
Historic Ambiance



Celebrate your special day in the intimate and historic Council Chamber at Henley Town Hall. With its elegant features and cozy atmosphere, this venue provides a memorable setting for your wedding, ensuring every moment is cherished.



Queen Elizabeth II Hall

If you envision a grand and elegant setting for your wedding, the Queen Elizabeth II Hall at Henley Town Hall is the perfect venue to bring your dreams to life. This historic hall provides a majestic backdrop with timeless charm, capable of accommodating all your guests and their companions.

The Queen Elizabeth II Hall can host **up to 215 guests**, ensuring an intimate yet spacious atmosphere. It features a rounded ceiling, stage area and ornate windows.

Features:

Grand Marble Staircase

Ornate Decorations

Stage Area

Adjoining Kitchen and Preparation Space

State of the Art PA System

Ample space for a ceremony followed by dining, dancing, and celebrations.

Make your wedding day unforgettable with the Queen Elizabeth II Main Hall at Henley Town Hall. This exceptional venue offers a blend of historic grandeur and modern convenience, creating the perfect setting for your most cherished memories.





Suggested Suppliers

Photographers:

Rafe Abrook Photography

www.rafeabrook.co.uk

Annabel Farley Photography

www.annabelfarleyphotography.co.uk

Gabrielle McMillan - www.gabriellemcmillan.com



Florist:

Bluebells of Henley - www.bluebellsofhenley.co.uk

The Henley Florist - www.thehenleyflorist.co.uk

Bosley Patch (locally grown/seasonal) - www.bosleypatch.co.uk

Wild & Rust - Dried flowers and favours - www.wildandrut.co.uk

Simply Elegant Floral - simplyelegantflorals.co.uk



Celebrant:

Liz Felix - www.celebratorycelebrant.com

Sarah Sealey - www.sarahsealeyweddings.co.uk

Celebrations by Suzi - www.celebrationsbysuzi.co.uk



Cakes:

Hayley's Cupcakes - www.hayleyscupcakes.co.uk

Fabu-Lous Cakes - www.fabu-lous-cakes.co.uk

Hair and Make Up:

Charlie Mac - www.charliemac.co.uk

Alison Oswald - www.alisonoswald.co.uk



Performers

JBMAC - DJ and live performers - www.jbmac.co.uk

Twilight Music Entertainment - linktr.ee/twilightmusicentertainment

Daisy Smith - wedding singer - www.instagram.com/ladydaisysmith

Eight Ray Group - Music Agency - www.8ray.group

Jennifer Benavidez - first dance instructor - jenniferbenavidez.com

Julia Read - Bagpipes/Harp - www.bagpiper-buckinghamshire.com



Car/Boat Hire:

Henley Classic Car Hire - www.henleyclassiccarhire.co.uk

Hobbs of Henley - www.hobbs of henley.com

Henley Boating Company - www.henleyboating.co.uk

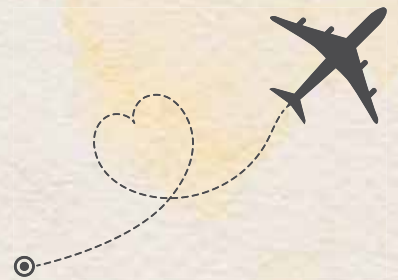


Honeymoon Planning:

Savile Row Travel - www.savilerowtravel.com

Kate Bailey Travel

<https://www.travelcounsellors.co.uk/kate.bailey/>



Other:

Lucca Studios - Wedding Stationary - www.luccastudios.co.uk

Frankie Illustrates - Artist - www.instagram.com/frankie_illustrates

Asquiths - Wedding Bears! www.asquiths.com

If you just hold your ceremony at the Town Hall, you might consider these venues for your Wedding Reception

Within walking distance

- The Relais
- Hotel du Vin
- Hobbs of Henley (on a boat)
- River and Rowing Museum
- Phyllis Court
- Leander Club

A little further

- Greenlands at Henley Business School
- Old Luxters Barn
- Badgemore Park
- Temple Island Meadows
- Lillibrooke Manor



The **WEDDING DAY** Timeline

SAY YES!

12+ Months

Before the Wedding:

- ☐ Create a budget
- ☐ Start researching venues - Town Hall top of your list!
- ☐ Begin researching vendors
- ☐ Start planning your guest list and wedding party
- ☐ Begin thinking about a theme
- ☐ Start researching and booking entertainment

6-12 Months

Before the Wedding:

- ☐ Pencil in date with venues
- ☐ Book your registrar - vital to do before booking venue
- ☐ Book your venue - ceremony and reception.
- ☐ Start looking for dresses - making it feel very real!
- ☐ Start researching and booking vendors
- ☐ Send out save-the-date cards



3-6 Months

Before the Wedding:

- ☐ Order invitations and stationery
- ☐ Choose your cake
- ☐ Finalize your guest list
- ☐ Confirm all vendors
- ☐ Book transportation for your wedding day
- ☐ Finalize the menu



1-3 Months

Before the Wedding:

- ☐ Order or make wedding favours
- ☐ Send out wedding details to guests
- ☐ Select and purchase wedding rings
- ☐ Choose your music
- ☐ Finalize your seating chart

1-2 Weeks

Before the Wedding:

- ☐ Finalize the flowers
- ☐ Have your dress fitted
- ☐ Finalize the details with your vendors
- ☐ Book final pampering requirements

1 Week

Before the Wedding:

- ☐ Send final payments to vendors
- ☐ Pack for your honeymoon
- ☐ Have your final dress fitting

1 Day

Before the Wedding:

- ☐ Pick up your dress
- ☐ Have a pre-wedding dinner
- ☐ Relax and get a good night's sleep

Wedding Day

- ☐ Enjoy your special day!

As you stand on the threshold of forever, Henley Town Hall stands ready to make your wedding day an unforgettable celebration of love and joy.

Why Choose Henley Town Hall?

Henley Town Hall boasts magnificent architecture, stunning interiors, an iconic location and picturesque surroundings. Whether you dream of an intimate gathering or a grand celebration, our versatile spaces can be tailored to suit your vision.

Our dedicated team is committed to making it perfect. Our Event Coordinators (Julia, Sally and Jacky) will be on hand to help throughout the process. And James, our Event Facilitator, organising from the moment you arrive to the final farewell. Our team's commitment means you can relax and enjoy every moment, knowing that your wedding is in capable hands.

To start planning your dream wedding at Henley Town Hall, contact us today and discover how we can make your special day truly extraordinary.

bookings@henleytowncouncil.gov.uk or 01491 576982



Henley Town Hall - Where Your Happily Ever After Begins