



CONFERENCE AND EVENTS BROCHURE

R

RICHARDSON HOTELS

Where Memories are Made

Taking care of the details so you can get down to business



Welcome

For all of your conferencing needs in the South West, look no further. The Richardson Hotel Group is a collection of five very individual hotels, situated in the most stunning locations on the South Devon and Cornwall coasts. All offer striking period architecture, breath taking views and award winning dining.

With fantastic transport links enabling your guests to arrive with ease, a range of fully equipped rooms to suit all budgets and professional teams to look after your every requirement, we will take care of the details so that you can get down to business.

Conference Equipment

Delegate rates vary with each hotel and can be found on our individual tariff inserts.

All will include:

- Hire of main meeting room
- Tea and coffee on arrival
- Data projector and screen
- Flip chart and pens
- Jugs of iced water plus cordials
- Mid morning/afternoon tea and coffee with homemade biscuits
- Lunch – see 'food for thought'
- Complimentary stationery
- Fully equipped office stationery tool kit
- Complimentary Wi-Fi
- Free use of leisure facilities (where available)

We can assist with the hiring of AV equipment if needed.

The Grand Hotel

Seafront, Torquay, Devon TQ2 6NT
www.grandtorquay.co.uk/conferencing
 tel. 01803 206008



THE GRAND HOTEL
Heart of the English Riviera

Suite	Devonshire	Cavendish	Chatsworth	Restaurant 1881	Library
Length	22m	12.7m	6m	27.2m	6.6m
Width	Min 10.5m Max 12.0m	6.66m	5.16m	Min 9.1m Max 12.1m	5.6m
Height	Min 3.1m Max 4.15m	Min 2.45m Max 2.9m	3.1m	3.06m	3.1m

The rooms can be arranged as you wish. The following gives an indication of the numbers that can be catered for in a particular style.

Suite	Devonshire	Cavendish	Chatsworth	Restaurant 1881	Library
Theatre	250	60	20	250	15
Cabaret	96	35	8	144	10
Classroom	100	20	10	150	15
Informal	250	50	20	300	20
Banquet	140	56	10	200	10
U Shaped	50	25	8	50	10
Boardroom	50	30	12	50	10

The Grand Hotel

The Grand Hotel is located on Torquay's seafront and has earned its pride of place as The Bay's landmark hotel for over 130 years. With 132 en-suite bedrooms, five conference rooms and a capacity of up to 250, there is no better venue in the county.

Enjoy morning coffee on the sunny terrace overlooking the beautiful Bay, be inspired by the fresh sea air, enjoy lunch in our AA rosette restaurant, 1881, and after a hard day's work relax in the Grand Spa.

For intimate meetings choose The Chatsworth – with original period features this room holds 12 guests in boardroom style and is sure to impress. For up to 60 delegates The Cavendish is the room for you... with French doors out onto the terrace it offers spectacular sea views – perfect to get the creative juices flowing. The largest rooms are The Devonshire and Restaurant 1881, which hold up to 250 guests, making them ideal for seminars, exhibitions and team building events.

The library, adjoining the elegant Compass Lounge, is full of old world charm making an ideal smaller venue, break out room or perfect for lunch.

The Grand has a dedicated team who will be on hand throughout the day and who will help you plan the day from start to finish. There are a range of bedrooms and suites, complimentary wi-fi, free parking and Torquay train station is located just behind the hotel.

As all the conference rooms are located on the ground floor, as are the rest rooms and restaurants, disabled access is a given.



The Grosvenor Hotel

Belgrave Road, Torquay, Devon TQ2 5HG
www.grosvenorhoteltorquay.co.uk
tel. 01803 294 373



THE GROSVENOR HOTEL
Torquay's Perfect Location

The rooms can be arranged as you wish. The following gives an indication of the numbers that can be catered for in a particular style.

Suite	Ballroom	Roslyn	Sun Lounge	The Lawns Brasserie
Dimensions	14.3m (l) x 9m (w)	8.5m (l) x 7.9m (w)	6m (l) x 8.7m (w)	7.5m (l) x 9.5m (w)
Styles				
Theatre	155	40	30	30
Cabaret	6/5 pax – 10-11 x 6ft tables	6/7 pax – 4 x 6ft tables	6/7 pax – 3 x 6ft tables	6/7 pax – 2 x 6ft tables
Classroom	34 (2 per 6ft)	26	20	10
Informal	110	40	20	30
Rounds	10-11 x 6ft tables	5 x 6ft tables	3 x 6ft tables	2 x 6ft tables
U Shaped	30-45	20	20	25
Boardroom	40	40	40	20

The Grosvenor Hotel

The Grosvenor is the Richardson Hotels' newest addition and is just a short walk from Torquay's train station and sea front. Having enjoyed a face lift this is Torquay's hidden gem and now offers conference suites and banqueting rooms ideal for meetings, events and occasions.

The Roslyn Suite offers a practical solution for those looking to host meetings for up to 50 people or would suit interview set ups. With banquet seating to one side, it also offers an ideal solution for small breakout groups.

The Ballroom Suite has a capacity for up to 150 people. It is an attractive room with French doors opening out on to a wonderful Victorian stone staircase which leads down to lawned gardens, making the layout perfect for those wanting an exhibition or a team building event. It is a light, airy, spacious room and offers flexibility when deciding on style and format.

Lunch can be served in the Lawns Brasserie which has stunning garden views and access to a sun terrace at the rear of the hotel. Alternatively, opt for the American themed 1950s retro diner to add a different spin to your event.

At the end of the day, take a dip in the indoor or outdoor pool or for the more active delegates, there's always the indoor gym. The 47 en-suite, spacious bedrooms provide the perfect antidote to a hard day's work!

The Grosvenor is also a five minute walk from Torquay's International Riviera Conference Centre, so for those attending large scale events, the hotel is the ideal base. With free parking, complimentary wi-fi and being close to all amenities, the Grosvenor is an excellent destination choice.



The Falmouth Hotel

Castle Beach, Falmouth, Cornwall TR11 4NZ
www.falmouthhotel.com
tel. 01326 312 671



THE FALMOUTH HOTEL
Maritime Discovery

The rooms can be arranged as you wish. The following gives an indication of the numbers that can be catered for in a particular style.

	Castle Beach	Pendennis	Windsor	Camellia	Arwenack	Kimberley	Penmere	Terrace 1	Terrace 2
Dimensions	20m x 14m	13m x 13m	10.9m x 6.7m	9m x 6m	12.8m x 4.6m	8.6m x 6.7m	5.4m x 5.3m	20m x 10.5m	20.5m x 7m
Styles									
Banquet	210	110	30	30	30	40	n/a	40	40
Buffet	250	180	40	40	40	50	n/a	40	50
Boardroom	50	60	20	20	20	30	10	20	40
Theatre	250	190	60	60	60	60	20	40	80

The Falmouth Hotel

The Falmouth offers the best of all worlds – close enough to Falmouth town and the train station and has free on-site parking to be easily accessible to all, but with immediate access and stunning views over the beach and bay to be able to totally unwind at the end of a day.

With 72 spacious bedrooms, indoor pool and leisure facilities, available to all guests or visitors, you will be able to make the most of your stay. A choice of cuisine – fine dining in the AA rosette, Castle Beach Restaurant or casual dining in the Castle Beach Lounge Bar. In the warmer months, you can opt to take refreshments or dine outside in the courtyard or on the lawned gardens to the front.

If your preference is for more flexibility, The Falmouth also has a choice of apartments adjoining the hotel and 1, 2 and 3 bedroomed cottages within the grounds. If opting for self-catering, you will still have the opportunity to make full use of the hotel facilities from spa and leisure to restaurants.

The hotel offers a choice of function and event rooms over the ground and first floors, so whether you are planning a large corporate dinner in the Pendennis Suite, a private board meeting in the Camellia or Windsor rooms, a large scale conference in the Castle Beach, workshops, seminars and training sessions in the Terrace, The Falmouth Hotel is an ideal choice for any event or occasion.

The Falmouth offers free wi-fi throughout and has a dedicated conference and events team to take you through your requirements from booking to close.



The Fowey Hotel

Esplanade, Fowey, Cornwall PL23 1HX
www.thefoweyhotel.co.uk
tel. 01726 832 551

The Fowey is an elegant Victorian hotel with 37 bedrooms, a 2 AA rosette restaurant, Spinnakers, bar and public rooms, and offers uninterrupted views of the Fowey River and beyond.

This 4-star boutique hotel offers an ideal location for more intimate functions, meetings or events and will ensure you and your delegates enjoy the very best quality in terms of what Cornwall has to offer. The team at The Fowey are focused and professional and will ensure your event takes place without a hitch.

Private hire can extend to a lunch or afternoon tea party with friends and family to meetings, conferences or workshops. With two tea gardens and a terrace immediately outside the Lookout Gin Bar delegates can enjoy some magnificent views of the Fowey River during a break or at the end of the working day.

Who says you can't combine work with pleasure?



	Piano Room	Spinnakers Restaurant
Dimensions	7.2m (l) x 4.5m (w) x 3.3 (ht)	11.5m (l) x 7.1m (w) x 4.2m (ht)
Styles		
Banquet	24	60
U-shaped	20	40
Boardroom	40	60
Theatre	30-40	70

The Metropole Hotel

Station Road, Padstow, Cornwall PL28 8DB
www.the-metropole.co.uk tel. 01841 532 486

The Metropole Hotel is a 4-star, 58 bedroomed, charming Victorian hotel which sits above the seaside town of Padstow offering stunning views of the Camel Estuary and Padstow Harbour. It has an AA rosette, Harbour, restaurant, Brasserie and bar, plus a spa treatment room, a heated outdoor pool, gardens and decking area.



With a dedicated staff to offer you every assistance, The Metropole Hotel is an ideal choice for smaller events.

The hotel provides the perfect setting for a small conference or business meeting in the Drawing Room which is a high ceilinged, light room located immediately off Reception. It provides immediate access from the car park and can be set in a style to meet your needs.

Larger groups, meetings, conferences, seminars and talks, can opt for The Harbour Restaurant which is available from 11am until 4pm. The capacity for which is up to 100 people and has amazing views over the estuary and harbour.

Finally, The Estuary Room is a long, light and airy room with stunning views over the Camel Estuary and is ideal as a breakout area or for a buffet lunch.

	Drawing Room	Harbour Restaurant
Dimensions	8m (l) x 6m (w) x 3.5 (ht)	15m (l) x 12m (w) x 3.5m (ht)
Styles		
Banquet	24	64
U-shaped	20	>32
Boardroom	16	>44
Theatre	40	120



THE GRAND HOTEL

Heart of the English Riviera

www.grandtorquay.co.uk
e. events.grand@richardsonhotels.co.uk
tel. 01803 296 677



THE GROSVENOR HOTEL

Torquay's Perfect Location

www.grosvenorhoteltorquay.co.uk
e. events.grosvenor@richardsonhotels.co.uk
tel. 01803 294 373



THE FOWEY HOTEL

Cornwall's Hidden Treasure

www.thefoweyhotel.co.uk
e. reception.fowey@richardsonhotels.co.uk
tel. 01726 832 551



THE FALMOUTH HOTEL

Maritime Discovery

www.falmouthhotel.com
e. reservations@falmouthhotel.com
tel. 01326 312 671



THE METROPOLE HOTEL

Pride of Padstow

www.the-metropole.co.uk
e. events@the-metropole.co.uk
tel. 01841 532 486



RICHARDSON HOTELS

Where Memories are Made

Taking care of the details so you can get down to business