

Welcome to Elm Meeting Rooms

Private, Professional, Personal

Before Your Arrival

If you have any meeting room requirements, we are more than happy to help. We have created this pre-meeting pack to showcase the little extras that we can provide, to bring ease and simplicity to your meeting.

Stationery and Flipchart

Your meeting room will be equipped with pens and paper and for a flipchart please contact us.

Catering & Refreshments

Whether you're looking for a refreshing cup of tea or coffee, or a hot filling meal to keep you going throughout the day, we can provide you with something delicious from our Elm Meeting Room Menu. A menu guide is situated at the end of this document. Please contact us to discuss your bespoke catering package.

Hosting

Whether you're holding a meeting, a training session or networking session, we can provide hosting at your event. We can arrange the manufacture of pop-up banners, name badges and place cards. Send us the required information and we can create professional PowerPoints or meeting packs.

Your Journey to our Venue

Conveniently located in between Junction 13 and 14 of the M6, Gothic Cottage can be found in the heart of Stafford's Town Centre. Being centred in the middle of the English rail network you are within an easy reach of direct connections to major cities such as London, Birmingham, Manchester and Liverpool. From the station, Gothic Cottage is a 5-minute walk or 2 minute taxi journey!

By Train

Alight at **Stafford railway station**. Exit the station, turn right. At traffic lights turn left (Victoria Park is on your left). Walk along this road for 0.3 mile. Cross at the traffic light, remaining on this road. At next traffic lights, cross and enter the island and Gothic Cottage is the last black and white building on your right. (5 min walk). Taxis are available at the station and cost about £3.

By Car

Travelling from the South leave the **M6 at junction 13** and take the A449 to Stafford. At the first round about take the 2nd exit onto the A449 Moss Pit. At the next roundabout stay on A34 Cannock moving into right hand land. Exit right at traffic lights to enter the island and Gothic Cottage is the first black and white building on your left. (10 min drive)

Travelling from the north leave the **M6 at junction 14** and take the A5013 to Stafford signposted Eccleshall Road. At the roundabout take 2nd exit onto A34 Town Centre. At the major roundabout take the exit onto Queensway/A34 Cannock. At the roundabout stay on A34 Cannock moving into right hand land. Exit right at traffic lights to enter the island and Gothic Cottage is the first black and white building on your left. (10 min drive)

Parking

Short term, free parking is available in front of Gothic Cottage.

For longer stay parking please use the **Waterfront Car Park** which is 2 minutes' walk from Gothic Cottage (see map for directions). Please use Sat Nav postcode ST17 4JX.

Accessibility

There is limited disabled access due to the building being grade II listed. Please call us if you have any questions!



On Arrival

We are located in a white and black, 19th century, grade II listed building on the island in the centre of a three lane round about. If you struggle to find us feel free to ring our telephone number and we'll direct you.

To enter please press the buzzer on the left of the door. You shall be given a tour of the facility, a short fire safety briefing and then you will be shown to your meeting room.

Contact Us

Feel free to contact us if you have any queries or requirements for your booking.

Assumpta Smith

01785785818

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Menu

Breakfast

Bacon or Sausage Sandwich / Baguette	£5.00
with egg	£5.50
(Vegetarian Option Available)	

Continental Breakfast

Toast, Croissants, Pan Eu Chocolate, Fruit	£5.50
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Cold Buffet

To include a selection of Homemade Sandwiches, Pork Pies, Sausage Rolls, Quiche, Tortillas & Dips	£7.50
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Extras such as Pasta Salad, Potato Salad, Salad Bowl and desserts, also available, please call for further details.

Vegetarian/Vegan options and Gluten free options available – please call to discuss

Hot Buffet

Home cooked roast dinner from	£8.50
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Range of hot sandwiches and soup from	£7.50
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Jacket Potato with various fillings from	£5.50
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Refreshments

Tea & Coffee (per person)	£3.50
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Tea, Coffee & Biscuits (per person)	£4.00
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Cordial (per person)	£1.50
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ALLERGIES! SOME OF OUR MENU ITEMS CONTAIN ALLERGENS INCLUDING GLUTEN, NUTS, MILK, EGGS, FISH etc. PLEASE ASK A MEMBER OF STAFF FOR MORE INFORMATION

