

The Perfect Venue For Business

# MANOR BY THE LAKE



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*Located on the edge of the Cotswolds in Regency Cheltenham, set in its own landscaped grounds, lies Manor By The Lake.*

*This privately-owned Victorian retreat is available exclusively - for you, your team and your clients.*



## MANOR LAKE THE MANOR

For those looking for the perfect business venue, Manor By The Lake offers you flexible venue rooms, creative spaces, luxurious bedrooms and suites as well as landscaped grounds and ample free parking.

If you require award-winning service coupled with some creative flair in a stunning setting this is the perfect venue for your next corporate event.

- ▲ Private hire
- ▲ Exclusively yours
- ▲ Tailor-made service
- ▲ Privacy and seclusion
- ▲ Secure lock-down
- ▲ Corporate retreats
- ▲ Board meetings
- ▲ Entertaining
- ▲ Team building
- ▲ Training



*“The Prime Minister has Chequers...  
You can have Manor By The Lake”*



## MANOR LAKE THE SPACE

Privacy and flexibility is what sets Manor By The Lake apart from other venues.

Imagine the focus and clarity you and your team will gain in this environment coupled with our first class facilities and service. Whether it's a small company meeting or a conference for 250, you'll find the Manor offers a wide selection of options for your next event, whatever the requirement.

### Rooms and Maximum Capacities

- ▲ Maximilian - 80
- ▲ Lyderick - 40
- ▲ Marguerite Library - 35
- ▲ Adele - 14
- ▲ The Rock Bar - 40
- ▲ West-wing Ballroom - 250

### Our Facilities:

- ▲ Up to 100Mb broadband
- ▲ Audio visual equipment
- ▲ Secretarial services
- ▲ Fax, photocopier, stationery
- ▲ Concierge



*“Manor By The Lake’s service and attention to detail made it easy for us to focus on our meeting without any distraction”*



## MANOR LAKE THE SERVICE

The Manor By The Lake team are at your disposal to ensure your requirements and expectations are exceeded in every way. With a full compliment of staff; from welcome team, event organisers, banqueting staff, chefs and bar managers, your every requirement will be attended to efficiently.

*We can help organise:*

- ▲ Board meetings
- ▲ Corporate retreats
- ▲ Conferences
- ▲ Interactive seminars
- ▲ Team building events
- ▲ Gala dinners
- ▲ Training days
- ▲ Residential stays
- ▲ Outdoor pursuits



*“Our team building event at the manor was a great success, motivating our staff to a new level”*



## MANOR LAKE THE POSSIBILITIES

Invigorate your team with various team building events in our private grounds and surrounding area. We have the outdoor space and facilities to host a wealth of team building opportunities, for both beginners and enthusiasts alike and can easily organise and coordinate off-site activities within the area.

*We can organise:*

- ▲ Archery & garden pursuits
- ▲ Driving events
- ▲ Cheltenham race meeting accommodation
- ▲ Clay pigeon shooting
- ▲ Outward bound events
- ▲ Golf days
- ▲ Cultural visits



## MANOR LAKE THE CUISINE

Excellent food should be at the centre of every event, so our award-winning chefs are available to create your own individual menu; from gastronomic dinners to light and simple luncheons, created using the finest, fresh, locally sourced ingredients.

Our facilities include outstanding dining from a simple lunch for six to the most elaborate gala dinner for 200 guests.

### *Work and stay:*

- ▲ Light lunches
- ▲ Cocktail receptions
- ▲ Afternoon tea
- ▲ Gala dinners
- ▲ Special dietary requirements

### *Looking for something different?*

- ▲ Medieval banquet
- ▲ Murder mystery dinner
- ▲ Casino night
- ▲ Come dine with me



*“True silence is the rest of mind, as is what sleep is to the body”*



## MANOR LAKE THE BEDROOMS AND SUITES

Take time to recharge after a busy day, stay a while, put your feet up and relax... The Manor provides luxury accommodation, featuring four poster beds, the finest fabrics and furniture, private parlours, ambient lighting, views of the gardens and lavishly appointed bathrooms.

Wake up relaxed and enjoy a fabulous full Cotswold Breakfast to start your new day.

*Work and stay:*

- ▲ 12 individually-designed rooms and suites
- ▲ Luxury en-suites
- ▲ Exclusively yours
- ▲ Private bar
- ▲ Space to unwind
- ▲ Open fires
- ▲ Enchanting gardens



**THE MANOR HOUSE AND GARDENS**

The Manor has extensive gardens to the north and south with plenty of space for outdoor events plus a beautiful Italian Garden for relaxation. Ideal for use as break-out areas on a warm day the 7 acres of grounds also offer great flexibility for larger outdoor activities.



**THE RECEPTION HALL**

The Reception Hall with its fine oak floor, staircase and marble fireplace creates a beautiful area to receive your guests before an event. The Hall connects to the Library, Maximilian, Lyderick, Adele and The Rock Bar and is served outside by a large gravel car park. A baby grand piano is available if you wish to book a live pianist.



## MANOR LAKE THE VENUE ROOMS

Our rooms have an abundance of natural daylight and can be arranged in a variety of layouts, from boardroom, cabaret conference or with break-out spaces or informal meetings and relaxation. The Manor can accommodate several different activities operating simultaneously.

All venue rooms feature superfast wireless internet connection and a wide range of high specification AV equipment is available on request.



**THE ROCK BAR**

Ideal for informal meetings, break-out sessions or relaxation in the evening, the Rock Bar features 3 areas; a large lounge /party room which has the feel of a private London club. A bar area complete with jukebox and a games room with table football, pool table and rock memorabilia.

Accessible via a hallway from the Manor's venue rooms, The Rock Bar also has an external door leading to the Ballroom's front entrance. The Rock Bar can also be accessed via a secret passageway from the Lyderick.



**MAXIMILIAN**

The Maximilian is a superb, bright period room which can comfortably hold 80 guests for conferencing. The room lends itself well to large corporate dining as well as presentations and training.

Doors lead through to the Reception Hall and the Library.



**LYDERICK**

A spacious period room which can accommodate a large number of guests in a variety of different layouts lending itself well to corporate dining, presentations and training.

Doors lead through to the Reception Hall from 2 sides.



**MARGUERITE LIBRARY**

A very flexible room which works well as large lounge with 2 distinct areas, or as a meeting room or dining room. All furniture in the room is removable making this an extremely flexible space.

Doors lead through to the Reception Hall and Maximilian.



**WEST-WING BALLROOM**

The West-wing Ballroom is an extensive space complete with its own large bar, stage and facilities. It is neutral in colour allowing it to be dressed in any theme. Coloured up-lighting and banqueting furniture options are available including cocktail furniture, sofas, lecterns and props to dress the room. A fully-equipped kitchen allows clients to take advantage of our award-winning chefs' extensive menu.

Double doors open to the lake and gardens to the north and 3 sets of doors open on the patio in the south garden.



**ADELE**

The Adele is a medium-sized venue room ideal for meetings and smaller dining options. It also works well as a breakout or informal area.

The doorway leads through to the Reception Hall.



## MANOR LAKE DELEGATE PACKAGES & ROOM CAPACITIES

We offer a variety of delegate packages providing excellent value for money, to suit your requirements and your budget.

### INCLUDED IN YOUR PACKAGE

- Meeting facilities and services
- Free car parking
- Main reception room
- Break-out (syndicate) rooms
- Tea, coffee and biscuits at agreed times
- Mints and mineral water on the table
- Flip chart/dry-wipe board/pens/delegate pencils/paper
- Portable projector and screen or large screen TVs
- Free Wifi internet access - up to 100Mb\*
- Lectern with light (on request)
- Microphone, speakers and amplifier (contact us to discuss)
- CD player (MP3 and iPod compatible)
- DVD player with remote control
- Flat-screen TV
- Access to PC/fax/photocopier/other business support facilities
- House flowers
- Additional audio-visual supplies (on request at extra charge)
- Buffet luncheon
- Mineral water and juices included with lunch

### EXTRAS

(These items need to be pre-ordered and are at an additional cost)

- Bacon rolls on arrival
- Smoked salmon and cream cheese bagels
- Finger buffet
- Health bars
- Freshly squeezed orange juice
- Fruit bowl
- Exotic fruit platter
- Afternoon tea, with scones, cream and jam

### A REFRESHING END TO THE DAY

- A non-alcoholic drink fruit cup
- Jug of Pimms
- Travel pack for the journey home (Homemade biscuits, apples and crisps)

**Please call to enquire about our very competitive Day Delegate and Overnight Delegate rates on 01242 245 071**

Room	Size	Banqueting	Cabaret	Boardroom	Classroom	Theatre
<b>West-wing Ballroom</b>	15 x 20m	180	100	50	Please Call	250
<b>Maximilian</b>	7 x 10m	48	30	28	Please Call	80
<b>Lyderick</b>	5.5 x 9m	32	18	24	Please Call	40
<b>Adele</b>	4.8 x 5.3m	12	6	14	Please Call	-
<b>The Rock Bar</b>	7.3 x 8m	24	12	24	Please Call	40
<b>Marguerite Library</b>	4.1 x 9m	24	12	22	Please Call	35

These are the maximum capacities of our venue rooms - maximum numbers may be affected by your layout and equipment requirements.  
\*Broadband speeds may vary depending on usage and conditions outside our control.

## MANOR LAKE SPECIAL EVENTS



The team at Manor By The Lake has a wealth of experience in event management, working on events featuring high-profile political and business leaders, TV and media celebrities, large corporate organisations and charities. Whether it's finding people to make your day a success or sourcing equipment you can count on us for all your specific requirements.





*“In today’s life, luxury is time and space”*

**MANOR  
LAKE**

*The value to you:*

- ▲ A new perspective and fresh ideas
- ▲ An opportunity for knowledge sharing and interaction
- ▲ Heighten enthusiasm
- ▲ Strengthen interpersonal relationships
- ▲ ...and the chance for you to WOW YOUR TEAM!

**MANOR  
LAKE**

*Our details:*

Tel: 01242 245 071  
 Email: [events@manorbythelake.co.uk](mailto:events@manorbythelake.co.uk)  
[www.businessatthemanor.co.uk](http://www.businessatthemanor.co.uk)

*Our address:*

Manor By The Lake  
 Hatherley Lane  
 Cheltenham  
 GL51 6PN

*Travel Times:*

Bristol 35 mins	Oxford 55 mins
Birmingham 55 mins	London 1hr 45 mins
Cardiff 1hr	Heathrow 1hr 30 mins

# MANOR BY THE LAKE



We Look Forward to Welcoming You

For more details or to book

01242 245 071 or email [events@manorbythelake.co.uk](mailto:events@manorbythelake.co.uk)

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