



# **Smithills Hall Museum**

**Tea Room / Café Development  
Opportunity**

**Information Pack**

**July 2022**

**Bolton**  
**Council**

## **Smithills Hall Museum – Tea Room / Café opportunity**

### **Development**

Expressions of interest are sought for a lease opportunity within the Grade 1 listed building, Smithills Hall. Bolton Council considers that there is an opportunity for the further development of a Tea Room / Café facility on the ground floor of the building.

The Tearoom/Café area was on temporary License between 2015 and 2016. Afterwards a different provider was granted Licence to run the Café between 2017– 2020. The Café has not been in operation since.

Opportunity now exists to reopen the Café for active use. Bolton Council is seeking expressions of interest in the development of a Tea Room / Café facility

#### **1) Consideration**

The Council will consider tenders for a fixed rent or a turnover rent.

#### **2) Operational Hours**

The Council would like prospective service provider to cover the same operational hours as the Council at the site as follows; Wednesday – Friday 10.00am – 4.00pm, Sunday 12.00pm – 4.00pm. However, 7 days per week operation is desirable on discussion.

#### **3) Collaboration**

The council work in partnership with the external groups and organizations that reside in the Hall to support each other and deliver many events across the year. It is essential that the prospective catering provider joins this partnership and proffer new ideas of how the venue can be developed and improved, are actively sought.

#### **4) Customer Service**

Excellent customer service is a main priority of the council, and we expect this to be upheld by the tearoom provider.

## **Smithills Hall Museum**

Smithills Hall is a Grade I listed historic house, set within formal gardens next to the West Pennine Moors. First listed on 23<sup>rd</sup> April 1952, the Hall is owned by Bolton Council and is open to the public as a museum and is operated as part of Bolton Museum's portfolio. Grade 1 buildings are of exceptional interest, only 2.5% of listed buildings are Grade 1.

Smithills Hall is one of the oldest and best-preserved manor houses in the Northwest of England.

The Hall is an excellent example of architecture and lifestyle ranging from the late 14<sup>th</sup> Century to the late 19<sup>th</sup> Century. The Hall has been extended at various points in time from its origins as a medieval hall in the 14<sup>th</sup> Century, including a 15<sup>th</sup> or 16<sup>th</sup> Century east wing addition and a late 16<sup>th</sup> Century west wing addition. The Hall was further extended in Victorian times by Richard Ainsworth who employed the prominent Victorian architect George Devey to design significant improvements to the Hall, which included redesigning the west wing as the Hall was extended westwards.

With its medieval Great Hall and Tudor and Victorian wings, Smithills is a unique venue full of history and charm.

Conservation work on the older sections of the Grade 1 listed structure allowed part of the Hall to be opened as a museum in 1963. In the 1990's the museum was extended into the Victorian parts of the Hall.

In recent years the Council has had more rooms restored through a renovation scheme, which has assisted in the Hall becoming a local and regional tourist attraction. Including a current project to restore the Devey Room, which will provide conference facilities for up to 50 people.

Smithills is a busy hall, with free entry to the public as a Council run museum for part of the week and the home to several external partners including the Woodland Trust, a resident photographer with studios, a local history society and an active Friends of Smithills Hall group.

The Hall is used for school visits, meetings, weddings, and special events throughout the year.

The successful tender will need to ensure that the operational running of the tearoom works alongside the activities that take place in the hall and those of our other partners.

Visitor numbers at Smithills Hall have risen from 21,553 in 2017 to 26,696 in 2018 and 31,699 in 2019. The hall has been enjoying high number of visitors pre-Covid 19 due to the decision of the Council to allow free entry to the Hall and the success of the Tea Room.

*N.B. The figures relate only to when the museum is open on Wed/Thu/Fri & Sunday Pre-Covid-19 Pandemic.*

### **Vision for Smithills Hall**

We are seeking to engage a catering service provider that will offer a traditional style tearoom with a vintage atmosphere and a warm welcoming service to our visitors of all ages.

The tearoom should provide a menu of fresh, tasty, homemade food at realistic prices, including hot and cold drinks, light lunches, cakes and afternoon tea. Locally sourced ingredients are encouraged.

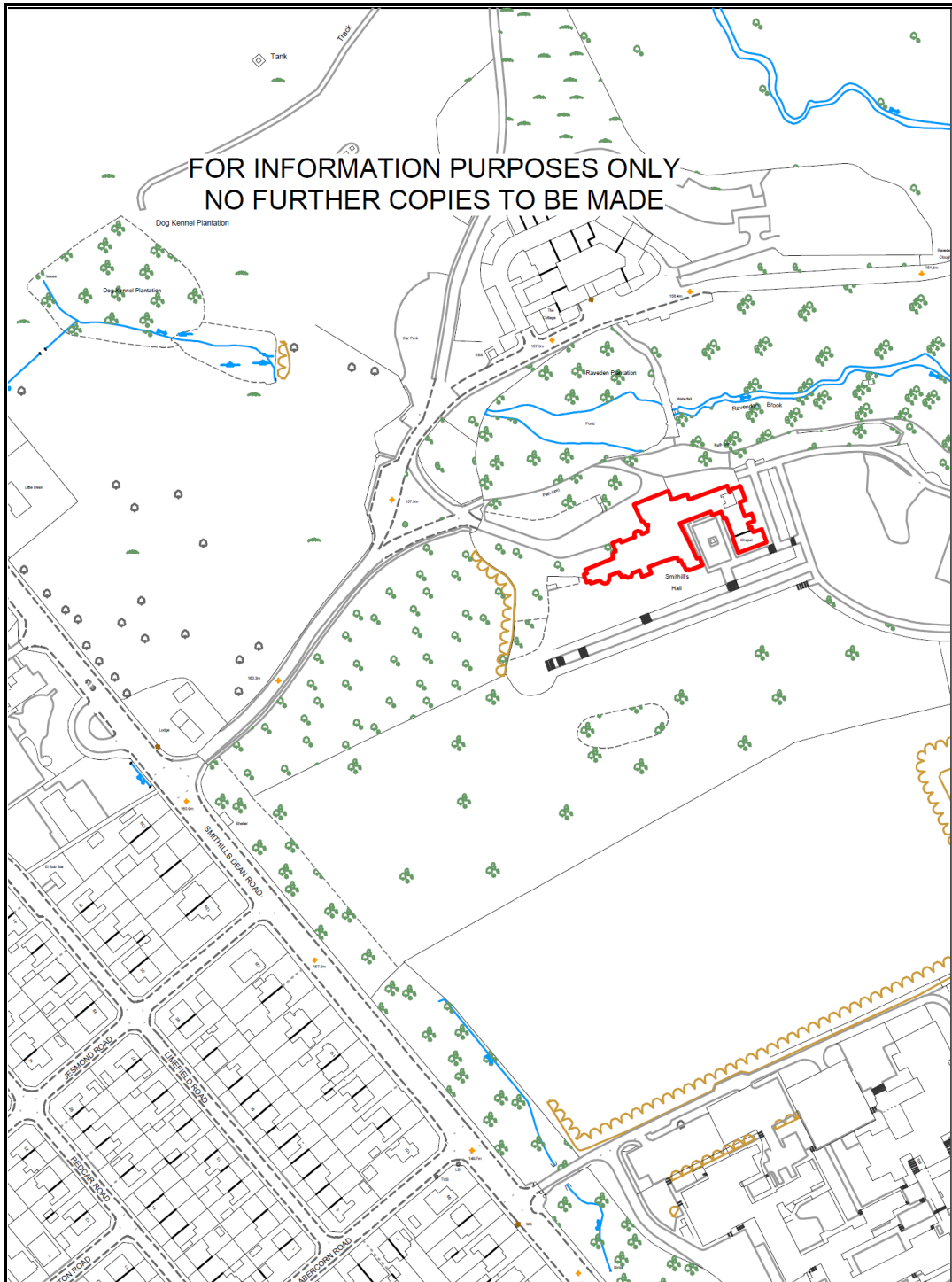
We also need the service to provide catering for meetings, group tours and small events at the Hall. Rooms are available for private functions, now that activities are now getting back to normal from the Covid-19 Pandemic.

### **Directions to Smithills Hall, Bolton**

Follow the Brown Tourist Signs for Smithills Country Park

For Sat Nav use BL1 7NP

# Smithills Hall Location



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**SMITHILLS HALL**

prepared by: GH  
reference:  
date: 22.12.2016

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DEPARTMENT: CHIEF EXECUTIVES  
SECTION: ESTATES

N  
↑  
Scale  
1: 2500

## **Facilities & Features**

The prospective winning bid can upgrade or replace the available furniture and equipment on site to run the tearoom/Café and the dining area.

There is also a terrace area at the rear of the Hall overlooking the gardens which will also be available for use by the tearoom.

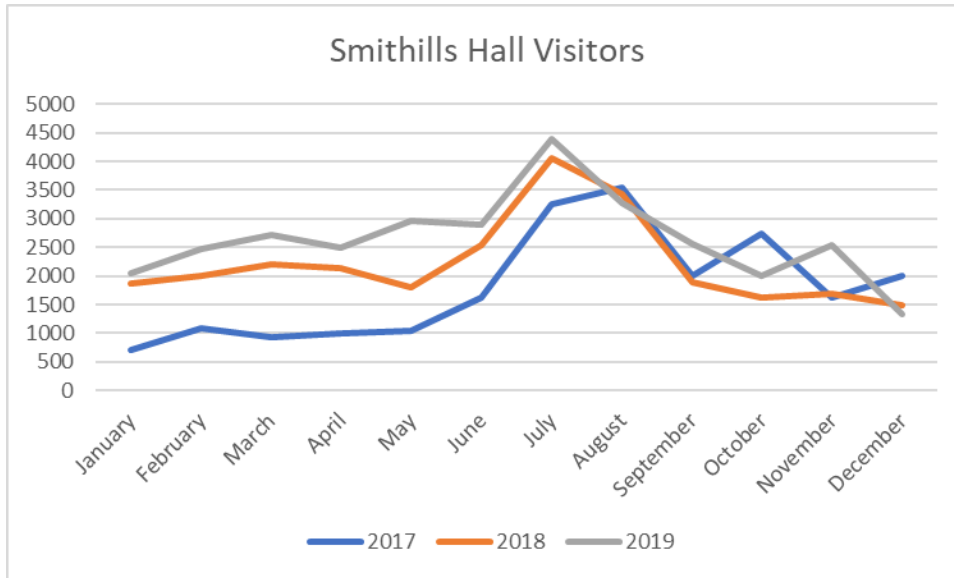
The Dome Room is also available to book for smaller functions and the Devey Room for functions for up to 50 people.

## Pre-Pandemic Visitor Numbers

2017 – 21,553

2018 – 26,696

2019 - 31,699



***N.B. The figures relate only to when the museum is open on Wed/Thu/Fri & Sunday. July figures include the numbers for the annual garden party.***

## Summary

Expressions of interest are sought for a development opportunity within the Grade 1 listed, Smithills Hall at Smithills Hall Museum Bolton. Bolton Council considers that there is an opportunity for the further development of a Tea Room / Café facility on the ground floor of the building.

Interested parties are invited to informally discuss the matter or make arrangements to visit the site by emailing **Emma Corless** at [historichalls@bolton.gov.uk](mailto:historichalls@bolton.gov.uk)

## Expressions of Interest

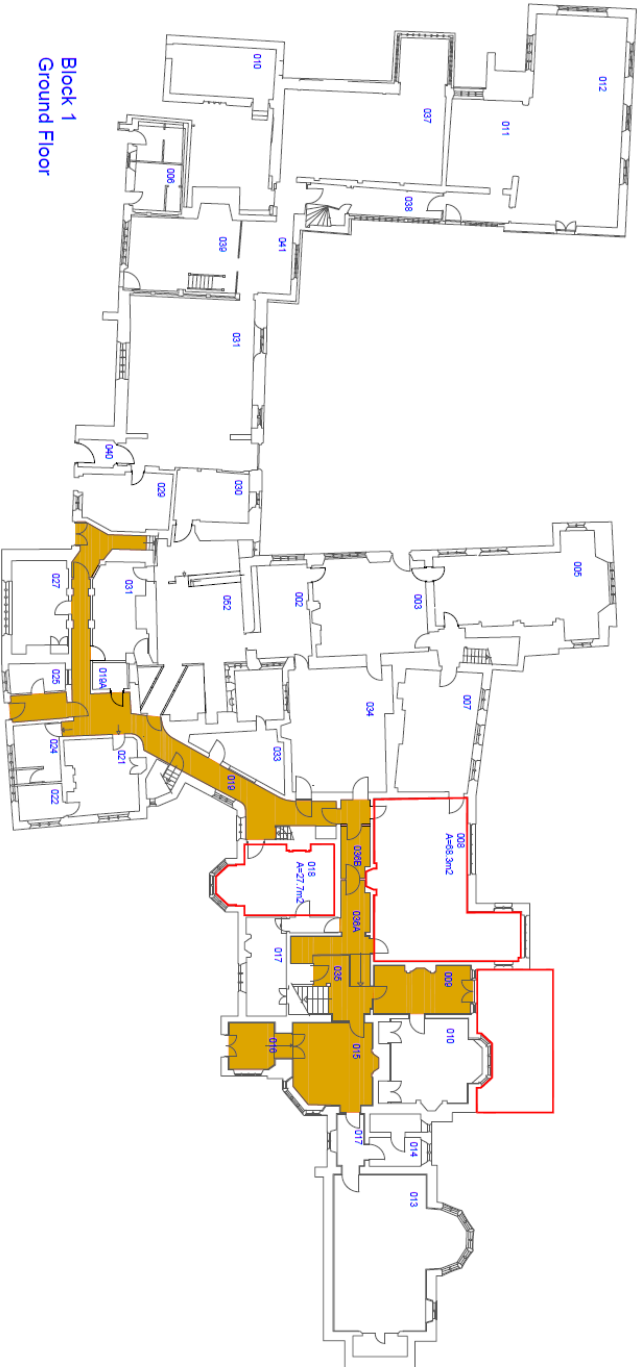
Written expressions of interest using the enclosed 'Expression of interest Pro-forma' should be sent by 12 noon on Monday 1<sup>st</sup> August 2022 by post or e-mail to:

Emma Corless  
Bolton Library and Museum Services  
Le Mans Crescent  
Bolton  
BL1 1SE

[historichalls@bolton.gov.uk](mailto:historichalls@bolton.gov.uk)

Selected applicants will then be requested to complete a tender proposal.

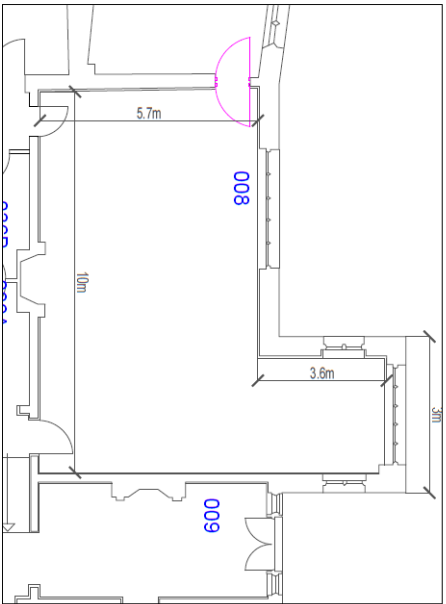
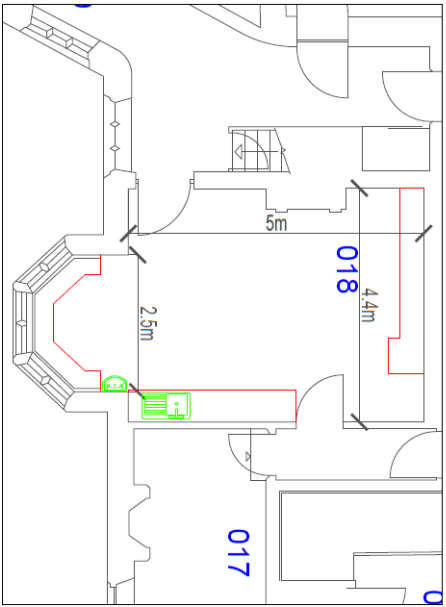
Note: All Dimensions to be checked on site.



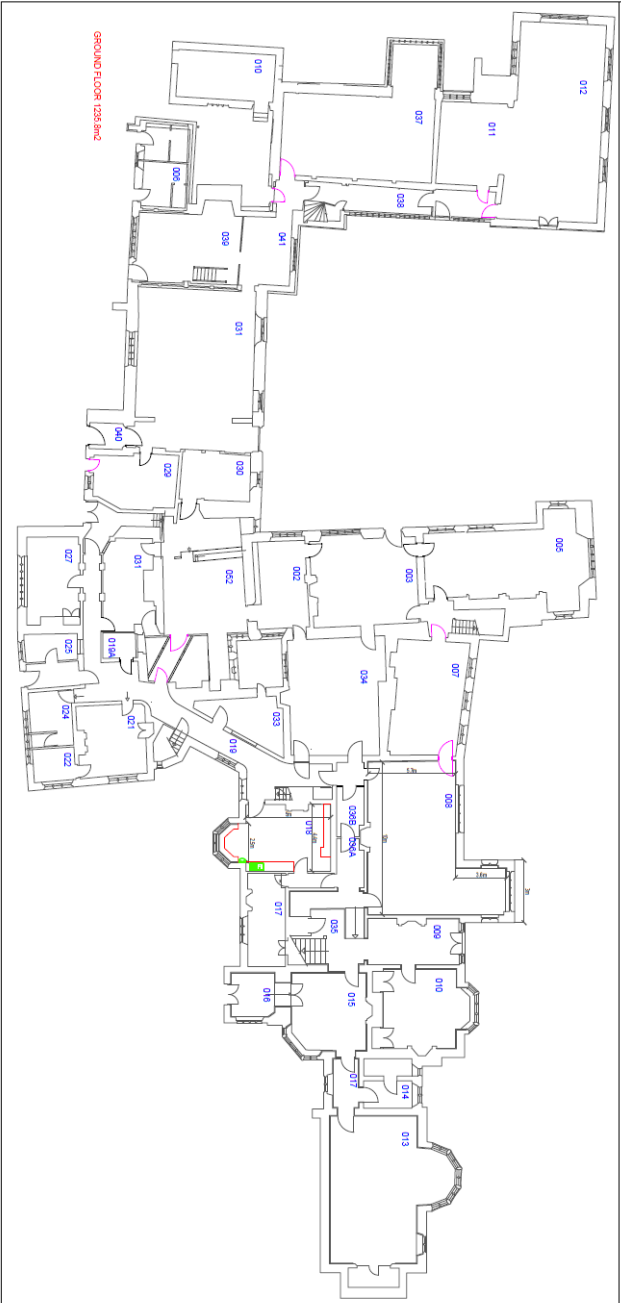
Block 1  
Ground Floor  
Smithills Hall  
12170

<p>Units 9 to 10 Bolton Technology Exchange, Queensway, Bolton, Greater Manchester, B4 7TA Telephone: 01204 33123 Fax: 01204 33365</p>			
<p><b>Corporate Property Services</b></p>		<p><b>Bolton Council</b></p>	
<p>Smithills Hall</p>			
<p>Ground Floor</p>			
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NTS			
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12170	01		





Note: All dimensions to be checked on site.



GROUND FLOOR 1238 sqm2



**CORPORATE PROPERTY SERVICES**

Town Hall, Victoria Square BOLTON, BL1 1RU  
TELEPHONE: 01204 331734

Location  
**Smithills Hall**

Description  
**Ground Floor Plan**

Scale NTS	Drawn by	Checked by	Date
Job number 12170	Contract number	Revision number	

**Bolton Council**

**Expression of Interest – Smithills Hall Tea Room**

Contact Name (please print).....

Organisation Name (if relevant).....

Address.....

.....

Telephone No.....

E-mail Address.....

Please give details of your proposal and relevant experience including a business plan and evidence of funding to set up and operate the facility (attach additional sheets if necessary):