



Vale of Glamorgan Council

# *Ceremony Guide*





## Why choose the Vale of Glamorgan for your ceremony?

We are delighted you are considering the Vale of Glamorgan for your special day. Our region has everything you need to make your day one to truly remember.

The Vale of Glamorgan, often referred to as ‘The Vale’ (Bro Morgannwg) covers 130 square miles and has 33 miles of coastline. Our attractive, vibrant, area is characterised by rolling countryside, coastal communities, seaside resorts, busy market towns and rural villages. The Register Office is located in Barry, our largest town.



Our very experienced and dedicated team will guide you through the whole ceremony process – from the initial step of choosing your venue to conducting the ceremony on your big day. We pride ourselves on our attention to detail and welcoming service, providing all the care and attention you deserve to ensure you have the day of your dreams.

We also offer re-affirmation of marriage and civil partnership vows and naming ceremonies. Bi-lingual ceremonies are available on request (subject to the availability of our Welsh speaking Registrars).

We offer a warm welcome to any couple wishing to view the facilities at our venues.





## Our Venues in the Vale of Glamorgan

Within the Council's Civic Offices we offer two ceremony rooms; the **Register Office**, for more intimate and discreet ceremonies and the spacious **Vale of Glamorgan Suite**, which can accommodate larger parties of up to 100 people.

### *The Register Office*

The Register Office is located at the Civic Offices in Barry town centre. Offering space for the couple, their two witnesses and two guests, The Register Office is perfect for an intimate, low-key ceremony. It is decorated in a bright and minimalistic style while the level access is ideal for disabled or elderly people.

*Ceremonies Monday to Thursday between 9am and 4pm for a fee of £46.*

### *The Vale of Glamorgan Suite*

Our main ceremony room within the Council's Civic Offices, The Vale of Glamorgan Suite is welcoming and spacious. This bright, modern room can accommodate any size ceremony with up to 100 guests.

*Ceremonies Monday to Thursday (9am to 6pm) for a fee of £151.50\*, Friday (9am to 6pm) for a fee of £192.90\*. Saturday until 10am for a fee of £183.10\*.*

*\* These fees contain a £100 non-refundable booking fee.*

*All charges include room hire and attendance of Registrar*





### Cosmeston Country Park and Lakes

At the Medieval Village within the country park we can offer historic buildings and a meadow for exclusive hire as a venue for civil ceremonies, wedding blessings and wedding receptions. The Tithe and Reeves Barn are both licensed for civil ceremonies.

Every wedding at Cosmeston will be unique with exclusive use of our selected wedding venue areas. This can include a combination of both our buildings and the meadow (that can accommodate marquees, tipis, yurts or similar). The village has featured regularly in film and television productions and is just a few miles from Cardiff. All the key aspects of your big day will be arranged by our preferred wedding event partners. The venue hire includes free parking.

*Hire of the Reeves or Tithe Barn for a ceremony are, weekday, **£300 for 3 hours** or, weekend, **£350 for 3 hours**. To hire the meadow for the wedding event/reception a fee of **£1,000** is payable (this does not include any facilities to be provided by an approved wedding planner or Registrar fees - see Approved Premises page).*



## Porthkerry Country Park

This unique wedding reception venue is within Porthkerry Country Park near Barry situated in the north east corner of the stunning meadow with views of the historic viaduct. The park is located near Cold Knap beach and provides a fabulous setting within a picturesque valley ideal for those looking for a rural location.

We have covered accommodation in our timber-built Forest Lodge, which can seat up to 60 guests. All the key aspects of your day will be arranged and coordinated by our preferred wedding event partners.

*Hire of Forest Lodge for a ceremony is **£150** for daytime and **£325** for evenings. To hire the meadow for the an event or reception a fee of **£1,000** is payable (this does not include any facilities to be provided by an approved wedding planner (this is currently **NOT** licensed as an Approved Venue).*





## Approved Premises

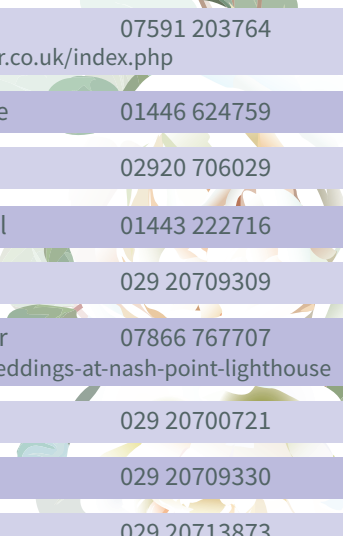
The Vale of Glamorgan Registrars must attend a ceremony at any of these premises and there is a fee for this, **separate to that charged by the chosen venue**. Ceremonies conducted in Approved Premises are only lawful if the building has been granted a licence by the local authority. **Licences are valid for three years**. You must ensure, therefore, that the Approved Premises has a licence that is still valid on the day of your marriage/civil partnership.

*The fee for a Superintendent Registrar and/or a Registrar to attend your ceremony at an Approved Premises between 1 April 2021 to 31 March 2021 is as follows:*

- Monday - Thursday: **£421**
- Saturdays: **£452.60**
- Fridays: **£447.50**
- Sundays/Bank Holidays: **£493.20**

*Please Note: There is a £100 non-refundable booking fee payable when the booking is made.*

● Bear Hotel	63 High Street, Cowbridge	01446 774814
● Coed Hills Rural Art Space	St Hilary, Cowbridge	07969 563638
● Copthorne Cardiff	Culverhouse Cross	029 20599100
● Cosmeston Lakes Country Park	Lavernock Road, Penarth	029 20701678
● Cottrell Park Golf Resort	St Nicholas, Barry	01446 781781
● Cowbridge Town Hall	High Street, Cowbridge <a href="https://cowbridge-tc.gov.uk">https://cowbridge-tc.gov.uk</a>	01446 773385
● Duke of Wellington	48 High Street, Cowbridge	01446 773592
● Dyffryn Mawr Farm	Pendoylan	01443 225200
● Dyffryn Springs	Home Farm, Dyffryn	02920595929



● Gileston Manor	Gileston <a href="http://www.gilestonmanor.co.uk/index.php">http://www.gilestonmanor.co.uk/index.php</a>	07591 203764
● Glyndwr Vineyard	Llanblethian, Cowbridge	01446 624759
● Holm House	Marine Parade, Penarth	02920 706029
● Llanerch Vineyard	Calon Lodge LLP, Hensol	01443 222716
● Manor House Hotel	Sully Road, Penarth	029 20709309
● Nash Point Lighthouse	Marcross, Llantwit Major <a href="https://www.trinityhouse.co.uk/weddings-at-nash-point-lighthouse">https://www.trinityhouse.co.uk/weddings-at-nash-point-lighthouse</a>	07866 767707
● Paget Rooms	Victoria Road, Penarth	029 20700721
● Penarth Masonic Hall	Stanwell Road, Penarth	029 20709330
● Penarth Pier Pavilion	The Esplanade, Penarth	029 20713873
● Penarth Town Council, West House	Stanwell Road, Penarth	029 20700721
● Rosedew Farm	Llantwit Major	01446 793002
● St Andrews Major Golf Club	Argae Lane, Barry	01446 722227
● St Donats Castle	Llantwit Major	01446 799309
● St Marys Hotel, Golf & Country Club	St Mary's Hill, Pencoed	01656 861100
● Sully Sports and Social Club	South Road, Sully	029 20530629
● The Mount Rooms Hotel	Porthkerry Road, Barry	01446 370145
● The Old School	Wine Street, Llantwit Major	029 20000064
● Vale Resort and Hensol Castle	Hensol Park, Hensol	01443 667800
● Wenvoe Castle Golf Club	Wenvoe	029 20594371
● West House Hotel	West Street, Llantwit Major	01446 792406



## How to contact us

For more information on any of the venues contained within this brochure please contact the Vale of Glamorgan Registration Team:

Telephone: 01446 700111 or

Email: [registrationservice@valeofglamorgan.gov.uk](mailto:registrationservice@valeofglamorgan.gov.uk)

Web: [www.valeofglamorgan.gov.uk](http://www.valeofglamorgan.gov.uk)

Visit: Civic Offices, Holton Road, Barry CF63 4RU

For information on hire of the venues at either Cosmeston or Porthkerry Country Parks please contact them directly:

Telephone: 02920 701678

### Have you considered Catering for your special day?

Our highly experienced Caterers at Vale Catering Services are bursting with fresh ideas and innovative menus and would be delighted to discuss your requirements in more detail.

Please get in touch with us at: [contactus@bigfreshcatering.co.uk](mailto:contactus@bigfreshcatering.co.uk)

