



# *Weddings and Civil Partnerships at* **Insole Court**



**Insole Court**  
Cwrt Insole

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Registered Charity Number: 1145649

**Set in beautiful grounds in the heart of Cardiff, Insole Court with its Victorian Mansion House and refurbished Stable Yard is the perfect period venue for both intimate and larger ceremonies and celebrations with an elegant and opulent charm.**

Insole Court has a rich history as a wedding venue and the Insole Court Trust is happy to be able to invite couples to our site to continue this tradition.

Described as an oasis within a city, you'll be wowed on arrival at the tree-lined, green avenue of Insole Court. Close to Junction 34 of the M4, Insole Court is in a really convenient location for Cardiff locals, and for those travelling from further afield.

### **Your Big Day**

- Throughout the planning process and on the day, you will be greeted by a professional and experienced wedding coordinator who will work with the catering team and your suppliers to ensure that your day runs seamlessly.
- Insole Court Mansion House will be exclusively yours for the afternoon and evening with the house closing to the public from 12pm (ceremonies from 1pm).
- Our team will set up your decorations and arrange the Mansion House as per your design.
- Enjoy and take full advantage of the surroundings and grounds with access to our tower, with views over the city, for your photographs.
- Evening security personnel will be present.
- Linens and tablewear included.
- Reserved parking available for up to 10 vehicles.
- Party on until midnight with up to 150 guests, with bands and DJs welcome.
- Our team will clear your decorations so you've nothing to do at the end of the night but revel in the delight of the day.

### **Pricing**

2024+2025: £5500 hire (inc VAT) + catering costs

Insole Court was saved by a group of local residents and became the Insole Court Trust. It is important to us that the Mansion House remains open to the public to enjoy and for this reason, we only host 2 standard package Weddings or Civil Partnerships per calendar month.

## Ceremonies



### Library

Our vaulted ceiling room on the 1<sup>st</sup> floor of our Mansion House is a beautiful space, almost untouched since the days it was used as the Insole family's library. Now the perfect setting for ceremonies of up to 30 guests.



### Drawing Room

Our Drawing Room is a grand, yet light and airy space, decorated tastefully with charming period features. This space truly complements its setting and allows you to absorb views of the gardens as you enjoy your ceremony with a maximum of 90 guests.

Dining: max 70 around 10X round tables (4ft), or 90 with 2 long trestles and 2 rounds.



### Reading Room

Our Reading Room, originally the family's Smoking room is the perfect setting for smaller ceremonies with a maximum of 20 guests. Your guests will be wowed by Fred Weekes' 4 seasons frieze and the styling of the room with its beautifully imposing book cases.



### **Billiards Room**

Our Billiards Room is a light and airy space, with a beautiful carved fireplace and original bookcase. With views of the gardens, invite up to 50 guests for your ceremony.

Dining: max 50 around 7X round tables (4ft), or with 2 long trestles.



### **Dining Room**

Our Dining Room is a stunning space with original oak panelled walls.

Invite a maximum of 40 guests to your ceremony here.

Dining: max 24.



### **Carriage House Hall**

This modern, white space with oak flooring sits within the Stable Yard and is an alternative space for your ceremony, before moving to the Mansion House for your celebration.

## No wedding is complete without great food...



Our exclusive wedding caterers for formal dining, Humble Events, from the team behind The Humble Onion will delight you and your guests with a humble approach to food, inspired by French & British cuisine.

You can expect seasonal menus, locally sourced, high quality ingredients and the most beautifully paired wines as standard.



### Humble menu

#### Starters

Roast celeriac soup, parsley oil (v)  
Curried parsnip soup, salted almonds (v)  
Goats curd and scorched red pepper crumpet, hazelnuts, tomato relish (v)  
Smoked mackerel pate, pickled cucumber, burnt orange  
Chicken liver pate, red onion relish  
Ham hock and leek rilette, piccalilli, baby cornichons

All served with humble bread and cultured butter

#### Main course

Aged blade of beef, creamed potato, braised carrot, red wine jus  
Lamb breast, potato fondant, minted lamb jus  
Coq au vin, whipped pomme purée, crispy kale  
Pork belly, potato terrine, rich cider cream  
Cod loin, crushed new potatoes, curried leek and caper sauce  
Celeriac, spinach and leek Wellington, tarragon cream (v)

All dishes are served with seasonal vegetables

#### Dessert

Salted caramel panna cotta, hazelnut praline, popcorn  
Chocolate and salted almond tart, amaretto cream (v)  
Raspberry bake well tart, clotted cream (v)  
humble mess - berries, meringues, chantilly cream, passion fruit purée (v)  
Lemon posset, raspberry, biscuit crumb (v)

£59 per head

### Honest menu

#### Starters

Caramelised white onion and thyme soup (v)  
Burrata, heirloom tomato, basil pesto, pine nuts (v)  
Gin and beetroot cured salmon, roast beetroot, dill creme fraiche, fennel  
Chicken leg and pork collar terrine, mustard mayonnaise, pickles  
Fillet of Beef carpaccio, wild rocket, caper dressing, Parmesan shavings  
Duck liver parfait, orange butter, onion and brandy relish

All served with humble bread and cultured butter

#### Main course

Chicken supreme, sauté potatoes, creamed wild mushroom sauce  
Moroccan spiced cauliflower and sweet potato bulgar wheat tagine, chimchirri (v)  
Lamb shank, colcannon, red wine and rosemary jus  
Hake fillet, roast garlic crushed baby potatoes, tarragon cream  
Venison haunch, bubble and squeak, red currant and juniper jus  
Pork belly, shoulder beignet, potato terrine, cider sauce

All dishes are served with seasonal vegetables

#### Dessert

Pear and almond tart, vanilla cream (v)  
Caramelised apple and almond crumble, creme anglais (v)  
White chocolate and passion fruit cheesecake, pineapple and rum jam  
Lemon panna cotta, raspberry, ginger biscuit crumb  
Brioche and butter pudding, brandy anglais (v)

£65 per head



### Arrival drinks (per guest)

- Humble red wine (125ml) £4.50
- Humble white (125ml) £4.50
- Prosecco £6.00
- Prosecco and orange juice £6.00
- Mulled wine £5.00
- Humble pimms and lemonade £4.50



### Humble drinks package

- An arrival glass of;
- Prosecco
- Bottled beer
- Humble pimms and lemonade

Half a bottle of humble red or humble white wine per guest for wedding breakfast



A glass of Prosecco for wedding breakfast toasts

£22.00 per guest

### Evening food

#### Street food tray

- Ox cheek and Nduja ragu toasty, scorched mature cheddar, pickled red cabbage
- Lamb breast, flatbread, ras el hanout coleslaw, garlic sauce, hazelnuts, salsa verde
- Pulled brisket focaccia roll, smoked bbq sauce, gherkin, onions
- Baby back pork ribs, slaw, humble pickles
- Sumac roast celeriac, raw celeriac, flat bread, coriander mayonnaise, white cabbage (v)
- Mixed bean and onion patty, brioche bun, baby gem, harissa sauce, pickles (v)



#### Whole hog roast

Whole roast local pig, pork fat, sage and onion stuffing, salted mustard slaw, challah bread roll, harissa potato salad, humble apple sauce

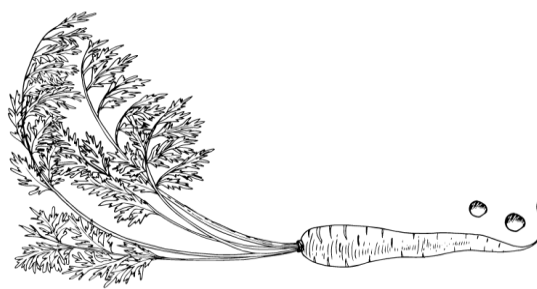
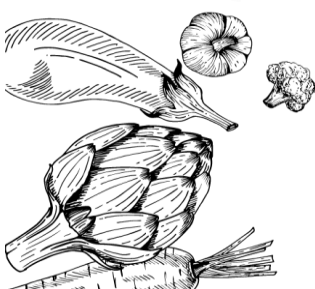
#### Curry bar

A choice of authentic curry dishes served with scented rice, humble chutneys, raita, naan breads and dips.

#### Tuscan feast

A selection of fine cheeses, Italian dry cured meats, marinated olives, humble breads, grapes, humble chutneys and relishes, artisan crackers, nuts and a selection of Italian salads.

- Street food £18.00 per guest
- Hog roast £20.50 per guest
- Curry bar £20.00 per guest
- Tuscan feast £21.50 per guest



## Keep the drinks flowing...



Our in-house bar is the perfect accompaniment to your day's catering.

Ordinarily set up in the Foyer, where it is accessible throughout the day, but won't get in the way, 2 members of staff will be on hand to help your guests when their whistles!

We provide you with a great range of wines, bottled beers, spirits and soft drinks as a standard, but can also tailor the drinks on offer to the theme of the day, or even to incorporate signature cocktails. Decorate the bar as you wish and really make it your own!



### **Bar pricing**

#### **Wine (175ml)**

Cette Nuit Merlot £5.60  
Finca Manzanos Rioja Crinza £6.10  
Dry River Pino Grigio £6.10

#### **Beer**

Estrella Galicia £5  
Peroni Ve £5  
Jemima's Pitchfork £4

#### **Spirits**

Hendricks £4  
Balla Black Spiced Rum £4.50  
Penderyn Whisky £5  
Smirnoff Vodka £3.70

- We will be happy to source bar wines to complement your table wines.
- Your guests can pay by card or cash or you could arrange to put a spend behind the bar yourselves.
- Unfortunately, draught beers aren't readily available.
- Corkage is not possible at the bar.
- Last orders at 11pm, bar closes at 11:30pm.



### **Pricing**

Evening only: Up to 30 guests (1 member of staff) £200 / 30 or more guests £300

Afternoon and evening: Up to 30 guests (1 member of staff) £300 / 30 or more guests £400

## Informal foodies...

Not every couple wants a sit down meal, and some prefer something 'alternative' for their evening catering. We work with a number of street food vendors who would be more than happy to cater for you.

### Ffwrnes Pizza

Neapolitan style pizza with the best quality Welsh toppings.



### Samosa Co

100% vegetarian dishes with soul: samosas, curries, onion bhajis and much more.



### Calabrisella on the Road

Calabrian pizzas, antipasti and platters.



### Puckin' Poutine

French fries, cheese curds and the tastiest of toppings.



### Flour'd Up

Woodfired pizza for all occasions based in the heart of Cardiff.



### Rue De La Cocotte

French cuisine style street food.



### Bao Selecta

Taiwanese Street food.



### Keralan Karavan

Collaborative kitchen takeover / Southern Indian Street Kitchen style



### Silver Lining Events

Sweet treats for your guests, served from Buttercup the vintage van



### Wicked Berry

Ice cream and sweet treats from Wicked Berry



### The Spitting Pig

Hog roast



### Other Vendors

Use a vendor that isn't on our approved list, with a £200 flat fee. Your vendor must:

- set up outside the mansion
- have a food hygiene rating of 4+
- have appropriate insurance for their business
- have all equipment PAT tested
- not serve to the public
- No access to kitchen facilities.



## Availability

If we can't host you in our standard format due to lack of availability, it's possible that we can make your dreams come true in another way.



## 'After Hours' Ceremonies

We could host your ceremony and celebration later in the day once our Mansion House is closed to the public.

- Exclusive use of the Mansion House from 4:30pm onwards (subject to any room hire bookings already booked by others).
- Ceremonies from 5pm, with earliest guest arrival at 4:30pm.
- Ceremonies can be earlier in the day if the appropriate room is available for hire, however the house will remain open to the public and other rooms available for hire. There will be an additional hourly hire charge for the use of this room.
- Rooms will be available to decorate from 4pm (subject to availability). If you need additional time to decorate any rooms, they can be hired with an additional hourly rate.
- Throughout the planning process and on the day, you will be greeted by a professional and experienced wedding coordinator who will work with the catering team and your suppliers to ensure that your day runs seamlessly.
- Our team will set up your decorations and arrange the Mansion House just how you've planned it.
- Enjoy and take full advantage of the surroundings and grounds with access to our tower, with views over the city, for your photographs.
- Evening security personnel will be present.
- Linens and tablewear included.
- Reserved parking available for up to 10 vehicles.
- Party on until midnight with up to 150 guests, with bands and DJs welcome.
- Our team will clear your decorations so you've nothing to do at the end of the night but revel in the delight of the day.

## Pricing

2024+2025: £4500 hire (inc VAT) + catering costs

## 'Mini' Weddings and Civil Partnerships

Our Library and Reading Room lend themselves particularly well to much smaller ceremonies. To date, our smallest wedding ceremony was in the Library with the couple inviting just 4 members of their family to celebrate with them.

Toast the union in our Reading Room, then move to the Dining Room for a formal dinner around our grand dining table or banquet in our Billiards Room.



-Ceremonies any time during the day.

-Maximum group size of 30 (or 24 to sit at the dining table).

-Three rooms will be exclusively yours for the ceremony, drinks reception and wedding breakfast and the house will remain open to the public and other rooms available for hire.

-Rooms will be available to you for a 6 hour window during the day.

If you need additional time to decorate any rooms, they can be hired with an additional hourly rate.

-Throughout the planning process and on the day, you will be greeted by a professional and experienced wedding coordinator who will work with the catering team and your suppliers to ensure that your day runs seamlessly.

-Our team will set up your decorations and arrange the Mansion House just how you've planned it.

-Enjoy and take full advantage of the surroundings and grounds with access to our tower, with views over the city, for your photographs

-Linens and tablewear included.

-Reserved parking available for up to 10 vehicles.

-Our team will clear your decorations so you've nothing to do at the end of your celebration.

## Pricing

2024+2025: £3500 hire (inc VAT) + catering costs

## ‘DIY’ Celebrations

All ground floor rooms at Insole Court can be hired for celebrations, from retirement parties, to formal dinners and wedding celebrations.

You're more than welcome to hire one or more of our spaces to celebrate your big day, though due to the complexity and the legal requirements of a Marriage or Civil Partnership ceremony, it is not possible to host your ceremony under these terms.



- Inform us beforehand of the furniture you require and it will be put into your room(s) at the start of your hire time.
- Insole Court Mansion House will remain open to the public and other rooms may be hired at the same time.
- Enjoy and take full advantage of the grounds for your photographs.
- Party on until 11pm with your guests, with bands and DJs welcome.

What's not included;

- Planning and coordination.
- Decoration set-up.
- Clear-up.
- Security personnel.
- Access to any spaces not hired.
- Linens and tablewear.

Our hireable spaces are available to view at [insolecourt.org/room-hire](http://insolecourt.org/room-hire).  
Function terms apply.



### Fine print

- Cars left on-site overnight at the owners' risk.
- Only biodegradable confetti can be used at Insole Court.
- Insole Court sits within a public park which welcomes visitors daily.
- The grounds are managed by Cardiff Council and the flowers change with the seasons.
- We are unable to welcome marquees, however have approved suppliers for stretch tents which can be used during the daytime.
- We politely request that you allow us to use a selection of your wedding photographs in our future advertising and publications. Please notify us if you are not willing for us to do so.
- Insole Court is a listed building and no decorations can be applied to the walls.
- To respect our neighbours, all amplified music must be performed indoors (with doors and windows closed) and musicians will be made aware of appropriate sound barriers.

### Payment

- All payments for hire will be made to the Insole Court Trust (ICT).
- Catering requirements will be submitted through the ICT and appropriate caterers agreed.
- To secure a date, a non-refundable deposit of £1500 will be required within 2 weeks of making the provisional booking.
- Following your final details meeting (approx. 2 weeks before the wedding date) you will be given a total price and the remaining balance must be paid before the wedding date.

For more information, please contact Heledd: [heledd.jones@insolecourt.org](mailto:heledd.jones@insolecourt.org)



\*Cover and Reading Room photo credit to Phil Harris, The Wedding Photographer Cardiff