

MINUTES of the COMMUNICATIONS AND EVENTS COMMITTEE MEETING OF STANLEY TOWN COUNCIL Held at Stanley Civic Hall, Front Street, Stanley on Tuesday 7th June 2016 at 6.30pm

PRESENT: Cllr D Mills* Cllr M Wilkinson Cllr D Tully Cllr R Harrison
 Cllr J Nicholson Cllr W Nixon Cllr L Marshall
 Cllr C Bell

*Chairman

OFFICERS: Alan Shaw (Town Clerk)

OTHERS IN ATTENDANCE:

24 APOLOGIES FOR ABSENCE

Apologies received from Cllr C Bell were accepted by the Committee

25 DECLARATIONS OF INTEREST

Cllr D Mills declared a non-pecuniary interest in Stanley Fringe and Moria Con as part of the organising Committee for both events.

26 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

The Town Clerk noted that no-one was recording the meeting.

27 PUBLIC PARTICIPATION

No questions were received from the public prior to the meeting. No questions were raised by the members of the public present.

28 CONFIRMATION OF MINUTES

It was **RESOLVED** that the minutes of the meeting held on 10th May 2016 be **APPROVED** as a correct record and signed by the Chairman of the Committee.

29 WORKING GROUP UPDATES

Brass Festival - The start time for the event has been confirmed as 6 pm. The AAP have indicated they will be able to provide additional funding for the Schools to allow all the schools in Stanley to benefit from a session as part of the festival.

Christmas Events - Discussions are underway with Colin from Durham Markets about the provision of a market on Front Street on 3rd June.

Stanley Fringe - The film is almost complete, photographs have been curated and acts have been booked for the performance evening. Progressing well.

Armed Forces Day - All arrangements have been made, the SAG approval is outstanding but will be chased up.

Play in the Park Days - Despite the weather, the Annfield Plain event drew a reasonable attendance. Further activities e.g. climbing walls, archery, circus skills to be brought to future events.

Community Fun Days - This budget has been accessed by Craghead Village Hall, an application from Tanfield Lea has been promised but not yet received.

Moria Con 2 - Progressing well. 42 traders booked for the exhibition, 3 guests confirmed. Other arrangements include marshalling and safety plans in hand.

Community Radio - Still outstanding, Town Clerk to arrange meeting to progress.

30

CIVIC HALL

Committee **RESOLVED** that:

- (i) The Civic Hall Manager should take forward the option from the supplier of the ticketing machine to facilitate booking tickets for events at the Civic Hall online.
- (ii) Hi Lights should be asked to produce a full itemised quote for the matters listed in Option 3 for consideration by Committee.

Committee made the following **RECOMMENDATIONS** to Council:

- (a) That Members and officers should take part in a Dementia Awareness training seminar to make the Council a dementia friendly employer.
- (b) The Civic Hall Manager should be given authority to replace the theatre curtain in the hall as the current curtain is a black out curtain that was not designed to be a front of stage curtain. Quotes have been obtained and expenditure will be in the region of £1500 to be financed from the loan.
- (c) A staff discount should be introduced for STC staff in the Coffee shop of 20%. Staff of Durham County Council and Leisureworks should be offered a 10% discount on production of the appropriate ID.
- (d) Review of Free Room hire: The Deaf Club should continue to receive free room hire; The Horticultural Society should not be granted free hire. Alternative arrangements should be offered to Mick Brown outside of the Civic Hall.

- (e) The Civic Hall manager should be given authority to procure 2 x AV screens for use by hirers and as information screens within the public areas.
- (f) People who are carers supporting people who would be unable to attend events in the hall independently should be given free tickets, up to a maximum of five per performance. The disabled person should pay the appropriate applicable rate for their ticket.

31 PLANTING OF COAL TUBS

Committee made the following **RECOMMENDATION** to Council:

- (i) A budget of £750 should be allocated from the Groundworks budget to enable planting up of the coal tubs on the roundabouts on the A693.

32 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 4th October 2016, 18:30 at the Civic Hall

Item 8 - ATTACHMENT B

Event	Budget	YTD	Projected
Christmas Festival	£20000	£1926	£20000
Horticultural Show	£5000	£5000	£5000
Brass Festival	£5150	£6750	£5150
Blooming Good Fun	£3000	£687	£3000
Tea in the Park	£2500	£2139	£2500
Play in the Park	£4000	£15771	£10000
Fun Days	£15000	£6133	£7500
Remembrance Services	£400	£0	£400
WW1 Commemoration	£5000	£0	£5000
Armed Forces Day	£600	£3673	£3700
Moria-Con	£10000	£7577	£7500
Cycle Event	£8000	£4653	£4750
This is Stanley	£0	£200	£200
Stanley Fringe	£2000	£1700	£2000
Older People's Entertainment	£1000	£500	£1000
Other Events	£0	£0	£0
Blue Plaque Scheme	£2500	£598	£2500
Christmas Decorations	£30000	£10917	£30000
Totals	£114150	£68224	£110200

Summer Stage School Proposal

August 2017

Item	Costs	Income	Notes
Set	£1500		
Show Fee/Licence	£1500		
Costumes	£1500		
Choreographer	£500		
Director/ Singing coach	£500		(Free if Lee does this)
Course Fees			£3000 Based on 20 kids
Show Tickets			£2000
Sub Total	£5500		£5000
Net Expenditure			£500

Mon to Friday – 9:30 – 3:30

2 week fee per child of £150 (£10 a day)

20 children min - £3,000

Parents must sell ten tickets each night £2000

Show 6pm Friday 4th August & Saturday 5th August 1pm

The Alun Armstrong Theatre Performers



Proposal

We set up a group where people pay £40 membership to come part of the group. They will stage a show around May or June time. With members performing a Christmas concert yearly or Christmas show.

They will rehearse every Thursday night in the theatre/R. rooms

All profit goes to the theatre this will be from ticket sales and raffles and bar takings.

With a name like Alun Armstrong you will get the members to audition

Costings

Noda INSURANCE	Aprox £150
Director	£500
Choreographer	£500
Musical Director	£500
Pianist	£300
Band	£2000
Set	£1,800
Costumes	£3000
Lisence for show	£500
Props	£100
Sound and Lighting	£2000
Total	11,200

Item 8 – ATTACHMENT D

Profit

Tickets sold in week (Wed – Sat) £12 a ticket	£12,000
Programes Aprox	£200
Raffle Aprox	£500
Bar Takings	£1000 (£200 aprox night)
Membership money	£1,200 (£40 per person)
Total	14,900
Total Profit	£3,700

Lee will be producer and will oversee everything.

This will encourage more people to come into the theatre and perform and will also give a chance to get some new faces through our door and look like we are doing more things for the community.

New Price Plan

Room	Business price	Party/event	Current prices
Theatre	£450 (5 hour)	£450 (5hour)	£450
Main Hall	£50	£50	£50
Bamburgh Suite	£25	£40	£45
Lumley	£18	Free if party in hall	£15
Alnwick	£15	£15	£12
Durham	£12	£12	£12

20% off Charities