

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Public Halls Committee held in the Council Chamber, Town Hall, Petersfield, on Monday 17 October 2011 at 6.30 p.m.

PRESENT: Cllr V Clarke (Chairman), Cllr Ms J Dickinson, Cllr Mrs S Farrow, Cllrs Mrs S Harwood and Cllr Ms M Vincent.

Also in attendance: Mr N Hitch (Town Clerk), Mrs S McMorran (Deputy Town Clerk) Mr J Tucker (Festival Hall Manager).

PH 0320 CHAIRMAN'S COMMENTS

The Chairman had no comments.

The Town Clerk advised that the purchase of the cue light system from the Cinema profits would have to be re-considered at a future meeting as the price obtained by Simon Auty of the Green A Team was not correct. The actual cost was considerably more than the cost quoted. This was noted.

PH 0321 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Mills.

PH 0322 DECLARATIONS OF INTEREST

Cllr Mrs S Farrow declared a personal and prejudicial interest as her company, Farrow Creative, had prepared the logo for the Festival Hall, minute number PH 0327 refers.

PH 0323 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Public Halls Committee held on 19 September 2011 be approved.

PH 0324 PUBLIC REPRESENTATION

No requests to speak had been received.

PH 0325 FESTIVAL HALL MANAGER'S REPORT

Members received and noted the Festival Hall Manager's report, a copy of which is attached to these minutes at Appendix A.

PH 0326 AUDITEL REPORT

Members received and noted the monthly utility report from Auditel.

PH 0327 NEW SAVOY CINEMA - PRESS ADVERTISING

Cllr Mrs S Farrow asked members to give consideration to advertising the films due to be shown by the New Savoy Cinema in the local press. Cllr Farrow asked for a trial for advertising the films to try and get a wider audience attending the cinema. She intended to design posters and advertisements for the future presentations. The cost of a display advertisement was £64.

General discussion took place on publicity for the films.

RECOMMENDED that the next 5 films be advertised in the press with the costs to be covered from the income from the Cinema.

PH 0328 **FESTIVAL HALL LOGO**

Prior to discussion Cllr S Farrow left the meeting

Members received and considered designs and colours for the new Festival Hall logo. The logo was part of the branding of the Festival Hall for the new website.

RECOMMENDED that the design "C" be approved as the logo for the Festival Hall, copy attached to these minutes at Appendix B for information.

In view of the confidential business about to be discussed it was

RESOLVED that the press and public be excluded from the meeting.

CONFIDENTIAL

PH 0329 **HEADS OF TERMS OF LEASES FOR LOVE LANE PAVILION**

The Town Clerk advised members of the proposed heads of terms of leases for both Little Pieces Nursery and Petersfield Town Juniors Football Club.

RECOMMENDED that the terms and conditions as outlined by the Town Clerk be agreed and accepted.

There being no further business the meeting closed at 7.10 pm.

Festival Hall Manager's Report

For Public Halls Meeting 17th October 2011

As I was unable to produce a report for the last meeting this report covers September as well as October.

Forthcoming events

- 6th October. Life Church Petersfield
- 8th October. SOCS
- 9th -16th October. Winton Players (The Memory of water)
- 17th October. Hampshire Blood Service (Donor Session)
- 20th October. Woolovers Clothing Sale
- 22nd October. Liss Band
- 25th October. Moviola (Water for Elephants)
- 26th October. Toy Fair
- 28th October. Rotary Club Quiz
- 29th October. Greening Campaign
- 31st-1st November. Petersfield Flower Arrangers
- 2nd-3rd November. Save the Children Gift Fair
- 6th-12th November. Lion and Unicorn

Other Bookings

- Rose Room 19 bookings.
- Council Chamber 14 bookings.

General

- The Fire Alarm system has been extended to cover the boiler room.
- Fire Alarm and Emergency light system has been serviced
- Fire Extinguishers have been serviced.
- The Festival Hall floor has been Scarified and Lacquered.
- External decorating of the Town and festival hall is now complete.
- Boilers have had their annual service
- The Green Room Door has been replaced with a Fire Door as recommended by our fire risk assessment

Christmas market

- I thought the committee would be interested to know that Jeremy Holmes of the Easter and Christmas Market has booked The Hall and Rose Room for this December. He has reduced the amount of time the hall is used for setting up and by doing so brought the cost down considerably.

Jonathan Tucker

Festival Hall Manager

11/10/11



THE
FESTIVAL
HALL
PETERSFIELD

