

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Public Halls Committee held in the Council Chamber, Town Hall, Petersfield, on Monday 13th May 2013 at 6.30 p.m.

PRESENT Cllr C Mills (Chairman), Cllr V Clarke, Cllr A Tarver, Ms M Vincent and Cllr G Watkinson.

Also in attendance: Mr N Hitch (Town Clerk), Mr J Tucker (Festival Hall Manager) and 1 member of the public.

PH 0029 **ELECTION OF DEPUTY CHAIRMAN**

Cllr Clarke proposed Cllr Watkinson as Deputy Chairman and was seconded by Cllr Ms Vincent.

There were no further nominations.

RESOLVED: that Cllr Watkinson be elected as Deputy Chairman of the Public Halls committee for the ensuing year.

PH 0030 **CHAIRMAN'S COMMENTS**

The Chairman had no comments

PH 0031 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

PH 0032 **DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT 2011**

No requests for dispensation were received.

PH 0033 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

PH 0034 **APPROVAL OF MINUTES**

RESOLVED: that the minutes of the meeting of the Public Halls Committee held on 22nd April 2013 be approved.

PH 0035 **PUBLIC REPRESENTATION**

No requests to speak had been submitted.

PH 0036 **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.

Members thanked the Festival Hall Manager for the additional information included within the report and enquired whether it would be possible for a percentage of available hours that the Hall and Rose Room had been booked for to be given. The Festival Hall Manager agreed to look at the practicality of providing this information.

PH 0037 **UTILITY REPORTS FROM AUDITEL**

Members received and noted the monthly utility report for the Festival Hall for March 2013 from Auditel.

PH 0038 **ADVERTISING OF THE MOVIOLA CINEMA AND FUTURE OPERATION OF THE CINEMA**

The Town Clerk reminded members that the previous Chairman had been the Moviola representative but was no longer a member of the committee. In view of the significant investment that the Council had made into the cinema with the purchase of its own equipment the committee needed to consider whether they were content for the current representative to continue in the role, how they wished the service to operate in the future in connection with the volunteers, advertising and distribution of posters/leaflets as well as potential hire charges to be levied on any group/organisation wishing to use the cinema equipment as part of their hire of the premises.

Members considered the matter and noted the rapport that the current representative had with the volunteers although it was recognised that there also needed to be someone from the committee liaising with the representative who could report on matters needing discussion to the committee

RESOLVED: that Cllr Mrs Harwood continue as representative for Moviola with Cllr Watkinson acting as a deputy representative and in a committee liaison role.

- RECOMMENDED:**
1. That advertising for the Moviola cinema continue until further notice with the cost being met from the revenue generated by the film showing

 2. That the newly purchased cinema equipment be available for hire to groups using the Festival Hall at the rates specified on the Cinema Equipment Hire Charges schedule attached to these minutes at Appendix B

PH 0039 **FESTIVAL HALL**

Members were advised of a potential damp problem on the east side of the Town and Festival Hall building with some evidence being seen behind the acoustic tiles at the rear of the main Hall, within the Festival Hall Manager's office and in the first floor offices. The cause of the problem is not known but

is in need of investigation. Members considered that a building surveyor was needed and it was desirable to use someone that knew the building.

RECOMMENDED: that Boulter Mossman be asked to investigate the damp problem on the east side of the Festival and Town Hall building and provide a recommended solution.

PH 0040 USER GROUP MEETINGS

a) Avenue Pavilion

RESOLVED: that the Avenue Pavilion Users Meeting be held at the Avenue Pavilion on 20th August 2013 at 7.00p.m.

b) Festival Hall

RESOLVED: that the Festival Hall User Meeting be held in the Rose Room on 17th July 2013 at 7.00p.m.

There being no further business the meeting closed at 7.01 p.m.



Festival Hall Managers Report

May 2013

Events

- 12th-19th May Lion and Unicorn Players
- 21st May New Savoy Cinema
- 25th May Petersfield Town Juniors Awards
- 4th June Hampshire Blood Service
- 8th-12th June Petersfield Theatre Group

Usage

During last month's meeting I was asked to provide more detailed usage statistics for the Festival Hall and Rose Room. Below is the statistics for June.

• Festival Hall	20 Bookings	253 hours Booked
• Rose Room	14 Bookings	36 hours Booked

This will now be a regular addition to my report.

General

- The Town Council offices have been decorated.
- PAT Testing has been carried out.

Jonathan Tucker
Festival Hall Manager
07/05/13

Cinema Equipment

Hire Charges

Non Commercial

Projector	£80.00 per Day	£300.00 per Week
Screen	£30.00 per Day	£115.00 per Week

Commercial

Projector	£130.00 per Day	£500.00 per Week
Screen	£50.00 per Day	£ 190.00 per Week

Blu-Ray Player

Non Commercial	£30.00 per day	£110.00 per week
Commercial	£40.00 per Day	£150.00 per Week

Sub Woofers

Non Commercial	£15.00 per Day	£60.00 per Week
Commercial	£20.00 per Day	£75.00 per Week

Radio Microphones

Non Commercial	£10.00 per day	£30.00 per week
Commercial	£15.00 per day	£40.00 per week

All Prices Excluding VAT.