

Armstrong Hall Advisory Committee

Report of the Meeting of the Committee held on 25th September 2019

Present: Barbara Ray - Chair (Thornbury Picture House and Thornbury Arts Group)
Rex Davis (Thornbury Horticultural Society)
Jill Dimond (TMTG)
Andrew Sherriff (Thornbury Art Club)
Cllr Shirley Holloway
Hazel Dutton (Severnvale Flower Club)
Gill Dunkley (Arts Festival)
Steve Nugent (Armstrong Hall Project Manager)
Adam Bloom (Armstrong Hall Supervisor)

1. Apologies for absence/ Previous Minutes

It was noted that the date was incorrect (September had been missed off)

Elly is NYTC not TMTG Juniors

There is no problem with Legionella – the works taking place are to ensure compliance with the L8 regulations.

2. To provide an update from the Armstrong Hall Redevelopment Working Group

Steve Nugent had received a formal response from South Glos Planning department with no major objections. There were amendments to make regarding the gables, which it was felt should be altered in appearance. Traffic and road closure issues were included. Steve would be interviewing three candidates next week for the fundraiser role. He was hoping to appoint in early October and was also potentially looking to seek local help with producing a business plan.

3. To receive an update on any hall operational issues that affect users

Adam Bloom stated that boiler works were planned and would affect use of the toilets. These would be carried out between 10th-15th October and no additional hirers were being taken at various critical points during those dates. The works were needed as the old boilers were not getting the water up to the minimum temperature required to prevent legionella problems. The carpet had recently been replaced in the foyer, as it had been identified that the old one posed a trip hazard. Adam was also aware of an ongoing problem with the microphones and sound system and was working on a solution. He was looking to replace the equipment in the next month with more up to date technology.

Adam tabled a paper with information regarding bar prices. There had been no increase last year so a revision was now needed, whilst still keeping prices lower than surrounding establishments. He highlighted a particular problem with spirits being of a low requirement and the bar needing to turn over stock. Corkage would be unaffected and the minimum bar requirement for hirers was not to change.

It was mentioned that a new website was under construction and Steve Nugent had received offers of help. It would have a formal launch when the new fundraiser was in place. An online booking system was suggested and discussed; Adam had previously looked into this at length, but it had not proved possible to implement due to the bespoke nature of the

hall hiring system and the cost of creating a non -standard system. He hoped to place a TV screen in the complex to stream the website once up and running.

4. Representatives' Reports and Queries

There was discussion at length regarding issues particularly affecting productions and rehearsals. Steve Nugent suggested that these discussions should take place outside the meeting and requested another meeting at the Hall to review. Shirley Holloway asked that, as Chair of the Management Committee, if she could be present. It was agreed the parties involved would meet with Steve Nugent and Shirley Holloway as the Armstrong Hall Management Committee Chair, on another date to discuss in more detail. Rex Davis reported the flower show had gone well and offered his thanks to Adam Bloom and the staff.

It was queried whether bucket collections could be used at the end of productions and events to raise more funds for the hall. There was a positive reaction to this around the table, although it was agreed the legalities of doing so would need investigating.

5. Any other business

None.

6. Date and time of next meeting – 4th December 2019, 3:30pm, Town Hall

Noted.