

## Armstrong Hall Advisory Committee

### **Report of the Meeting of the Committee held on Wednesday 27 February 2019**

Present: Barbara Ray - Chair (Thornbury Picture House and Thornbury Arts Group)  
Adam Bloom (Hall Supervisor - Thornbury Town Council)  
Rex Davis (Thornbury Horticultural Society)  
Jill Dimond (TMTG)  
Gill Dunkley (Thornbury Arts Festival)  
Cllr Shirley Holloway (Armstrong Hall Charitable Trust)  
Jackie Jackson (Thornbury Arts Festival)  
Ellie McDonald (NYTC)  
Gill Page (Thornbury Arts Festival)  
Cllr Clive Parkinson (Armstrong Hall Charitable Trust)  
Andrew Sherriff (Thornbury Art Club)  
Wendy Sydenham (Administrator/Minutes - Thornbury Town Council)

#### **1. Apologies for absence**

Hazel Dutton (Severnvale Flower Club)  
Louise Powell (Hall Manager/Town Clerk – Thornbury Town Council)

The starting time of meetings was discussed. It was felt by some participants that 2.00pm was a difficult time to make and that it might be better to change it to 4.00pm. It was agreed that this proposal would be made to the Hall Manager and confirmation of the starting time of the next meeting would be emailed to all participants.

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

Cllr Clive Parkinson provided an update from the Armstrong Hall Redevelopment Working Group. Following a request from the Working Group, the Town Council/Trust had set its budget for 2019/2020 to include financing for expertise in project management and fundraising. The Working Group would be involved in finalising the briefs for the tender process for this.

The Town Council had agreed on the sources for financing the redevelopment, including the principle of taking out a PWLB loan for £1million at the cost of £55,000/year. However, the loan would need to be taken out at the time it was needed and therefore a successive Council would need to actually take out the loan, but the current Council were happy to recommend this to future Councils. The Hall Manager had requested confirmation from South Gloucestershire Council that s106 funds from the Park Farm development could be allocated to the Armstrong Hall redevelopment. She was awaiting a response from them. Town Council had also agreed that a proportion of future CIL funds could be allocated to the redevelopment and part of the 2019/2020 CIL had been confirmed as available to fund the project management and fundraising expertise.

Three main strands of work had been identified for the Working Group going forward - (1) agreeing the briefs for the project management and fundraising expertise and assisting in tender process, (2) community fundraising, and (3) publicity including the development of a website. Cllr Clive Parkinson highlighted that the Working Group would be important in the project being seen as community project with community involvement, and that the Trust

was also looking at its governance structure with a view to increasing community involvement.

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

The Chairman referred to the minutes of the last meeting of 5 December 2018 which had been circulated. The minutes were noted and agreed.

It was confirmed that it had been agreed at the Armstrong Hall Management Committee meeting on 10 January 2019 that the two new bookings policies be adopted. The users asked for clarification on a number of outstanding issues with regard to the policies - the age restriction for seating in the balcony area of the Cossham Hall, progress on alterations to the balcony and the seating of stewards at sell out performances. It was confirmed that these issues had been referred to the health and safety advisors and we were awaiting a response. Two quotes had been received for alterations to the balcony and we were awaiting a third quote. The Chairman asked that the requirements of the Thornbury Picture House's projector be taken into account when exploring possible alterations. The Hall Supervisor confirmed that he would be happy to meet with representatives from NYTC and the Arts Festival to discuss the seating of stewards at sell out events that were imminent. The issue of "sensitive topics" was discussed and the Hall Supervisor confirmed that this would be discussed at pre-production meetings. Jill Dimond and Gill Page asked for electronic copies of the bookings policies to be emailed to them.

The Hall Supervisor confirmed that bar staff would need to serve drinks at the opening night of the Arts Festival.

### **4. Representatives reports and queries**

Andy Sherriff reported that the Thornbury Art Club had had its AGM. Gill Page reported that Arts Festival tickets were selling well and that the first night was a sell out. Rex Davis reported that the Thornbury Horticultural Society Spring Flower Show was taking place in March. Jill Dimond reported that the recent TMTG pantomime had been successful and thanked the Hall Supervisor for their help throughout the event.

The condition of the changing rooms was discussed and the Hall Supervisor confirmed that we were exploring options and obtaining quotes to repair it. The Hall Supervisor agreed that this would be discussed further with NYTC at its pre-production meeting.

Barbara Ray reported that she would continue to represent Thornbury Picture House at these meetings and today was also representing the newly named "Armstrong Arts Group". She hoped that another member of the Armstrong Arts Group would be able to attend future meetings to represent the group. She outlined a number of upcoming events organised by the group including the Jazz Festival on 23 March 2019 and an arts talk on 13 April 2019 about women artists.

### **5. Any other business**

There was no other business raised.

### **6. Date and time of the next meeting**

Wednesday 5 June 2019 at the Town Hall, time to be confirmed.