

Alcester Town Council
Greig Hall Working Group

Meeting held on Friday 15th October 2021, 14:00 at The EPC

Minutes

1. Apologies
 - a. JS, GF, CNS
 - b. Attending. MC, KC, VL, SG, AM, SJ
2. Minutes
 - a. Approval of Minutes from previous meeting. No formal minutes were made as the previous meeting was for information on the finances
 - b. Matters arising/actions
 - i. None
3. Chair update
 - a. Brief verbal update.
4. Consideration of work programme
 - a. Following the failure to gain the Severn Trent grant, MB presented to the group (last meeting) on the state of the finances with the implication of reassessing the work to be carried out.
 - b. It was agreed to get the hall opened in the spring of 2022 to start earning income. To that end a discussion ensued on the best way forward.
 - c. **Conclusion.**
 - i. Essential work to be completed including:
 1. Roof (mainly done)
 2. Portico (mainly done)
 3. Electrics including lighting
 4. Insulation (as £25k is ring fenced for this purpose)
 - ii. It was decided that the two wings would be left until sufficient funds were available apart from roof insulation.
 - iii. Toilets to be refurbished to working
 - iv. Kitchen to be refurbished to operational
 - v. Bar to be explored as often funding is available for items like this.
 - d. This means that the rest of the restoration will be put on hold until other funding is found. (n.b. JS is exploring grants for the refurbishment of the stage and this would be separated out if possible)
 - e. It was agreed that organisations are more likely to grant fund for a specific item of work and as such we should break the tasks down where possible.
 - f. MB and AM to come up with a basic cost for the above work to see what other funding may be available.
 - g. Financials. It was not felt that there was a need to go to full council for a sign-off for any additional funding as this was covered in either monies expected in, spend to occur first (as in green shoots) or grants for specific items.

5. **Home 2 Home.** H2H have been informed that the agents are looking for tenants. This may mean that we have to move or reassess the shop. As the shop is a significant earner for the hall, it is essential it is kept operational.
 - i. Options: **Action SG**
 - ii. Explore renting the shop from the landlords
 - iii. Explore using the old library
 - iv. Explore using one of the rooms at the hall.
6. **Welcome Back Alcester event**
 - a. A meeting was held that morning (VL,MC,VB,HW) to discuss the arrangements for stallholders and entertainment etc. Details were passed to the group.
 - b. The library want to be involved and have offered a marque for the day – this helps mitigate any bad weather for the entertainers.
 - c. There are a number of stall holders/shop owners/organisations wanting to come apart from those inside the hall. It is suggested that they may be outside on the carpark.
 - d. Charitable organisations can have a spot for free
 - e. Through Shakespeare's England, Advent (agency) will be producing advertising material for the event. Other media to be explored including Midlands Today and the Stratford Herald.
7. Urgent/other business. None.
8. Proposals to ATC. None
9. Date of next meeting. **30th October 2021 at the Depot**

Mark

Actions sheet attached.

GHWG Actions List

Task	Priority	Status	Start Date	Due Date	% Done	assigned to?	Done/Overdue?	Notes
Knock down old scout hut	High	Not Started	30/07/2021	30/08/2021	0%	AM	Overdue	Check for nesting birds first. Check drugs use/protect staff.
Assess the stage lighting and sound equipment	Normal	In Progress	14/07/2021	05/08/2021	100%	JS	Overdue	Initial assessment made. Rigging certified. Meeting 5/8/21 to go over details.. Quote submitted for review
Assess common caretaker with town hall	Low	Not Started	14/07/2021		0%	MC		Contact Kay Blake (Town Hall committee)
Split out fundraising groups with volunteers	Normal	Not Started	16/07/2021		0%	MC		More thought needs to be given to element
Curtain cleaning/fireproofing to be quoted	Normal	In Progress	29/07/2021		25%	JS		JS to get quotes for stage and town hall curtains either replacement or clean/re-proofing
Assess a standalone CCTV system	Normal	In Progress	13/08/2021		0%	MC/VL		VL discussing grant from CSP for element

Set up a branding workshop with Dani	Normal	In Progress	13/08/2021		0%	KC		
Planning issues - invite SDC to help	High	In Progress	29/07/2021		25%	MC		
Group to assess any projects for the WALC funding	High	Not Started	13/08/2021		0%	ALL		