

Alcester Town Council
Greig Hall Working Group

Meeting held on Friday 4th March 2022, 14:00 at The Depot

Minutes

1. **Apologies**

- a. CNS, GF, SJ
- b. **Attending.** MC, KC, VL, SG, AM, JS, MB, EW

2. **Minutes**

- a. Approval of Minutes from previous meeting. Agreed
- b. Actions arising.
 - i. 4c, the gas pipe capping has been held over until the heating tender is agreed
 - ii. 4d, the volunteers meeting was agreed and held
 - iii. No decision as yet over the Shakespeare & Hathaway script

3. **Chair update.**

- a. Chair announced that Clive has decided to step down from the group due to work commitments. Clive's support over the transfer of the hall to ATC and his help and guidance whilst on the group has been most appreciated. The chair will send a thank you to Clive expressing the thanks of the group
- b. Tony Perks of SDC has agreed to become our nominated licensee for the time being. It was felt that transferring the license was easier and less expensive than letting it lapse and be reapplied for later

4. **Communications**

- a. It was agreed that a comms item be added to the end of each agenda so that any communications, messages & timings are all agreed by the group. **Action MC**
- b. EW to be the point of contact for the sub-group and also head up the comms team with Lyndsey, John Mills & Kathryn
- c. Discussion on future messages included more regular updates (needing regular articles to be submitted) some historical information (old photos, stories etc.) **Action ALL**
- d. Items and reports can be submitted to EW and the sub-group who will be responsible for the authoring and publishing. It is hoped that a number of articles can be submitted giving the sub-group enough material to put out articles on a more frequent basis.

5. **Funding & fundraising.**

- a. Loan application. No further response
- b. Approval of more funds to pay for heating and other works. MB addressed the group detailing the amount needed in the short term to fund the works in

progress. (See appendix) A proposal will go to Presidium at the next meeting to go onto full council

c. Discussion on other funding avenues:

- i. It was agreed that a list of 'oven ready' schemes be put together so that if a grant scheme comes along at short notice we are ready to take advantage of it. **Action ALL**

d. It was agreed to approach the Police & Crime Commissioner for a grant for the CCTV system (held over from last meeting) **Action ??**

6. Report from the Building Sub-Group

a. Heating Tender update. The tenders have been received and are being assessed. Sadly the gas only tender returns we in the region of £165k over budget and well out of reach. AM is working with Ignis (Studley) to see if their air con bid can be modified to reduce costs but also include all the ancillary items. **Action AM**

b. Electrical installation will restart on the 21st March when hopefully the heating tender will have been fully assessed and a decision made.

c. New doors (internal and external) have been ordered which are needed for security and to insure the building. Kinwarton PC kindly granted us £3000 towards the costs of the doors. Thanks posted on the web site

d. Solar panels. No progress made

e. Planned works schedule. MB to prepare a 'cut down' version for the web site.

Action MB

7. Future events

a. As per item 4, all advertising needs to go through the GH web site for a common look & feel.

b. A wide ranging discussion ensued focusing on how best to reopen the hall (talking with bands) how much to charge, how to sell tickets and who through (Eventbrite?), if a sound system is needed at this time (looking at the system at the EPC). The control of the sound (and lighting) was discussed and an action is to be taken away to explore further. **Action JS/AM**

8. Home to Home

a. No further update

9. Urgent/ any other business

a. Discussion on the new volunteers list around do we need a coordinator, can we break the list down into categories to make it easier to contact volunteers with the right skills. **Action KC**

10. Proposals to ATC. Additional funds to be released for the work in progress.

11. Date of next meeting. Due to various commitments, the next meeting will be held at Globe House on the 8th April

Mark

Appendix 1

Summary of expenditure

- Current agreed budget: £89460
- Sum spent so far: £61673.50
- Future items
 - Lighting, insulation, doors, CCTV etc. £76573.53
- Misc. smaller jobs: £58436
- Contingency: £14507.15
- Cumulative costs: £149516.68 (matches available funds)

The heating contract is identified separately and is funded by the £100k public works loan board.

A detailed spreadsheet can be provided on request as this contains some commercially sensitive information.