

Agenda

1. Apologies EW
2. Minutes
 - a. Approval of Minutes from previous meeting. Accepted
 - b. Matters arising/actions. None
3. Chair update
 - a. Brief update
 - b. Discussion on SDC licensing
 - i. The license will be held at SDC but ATC are to pay the fee
4. Communications
 - a. Update. General update
5. Funding gap options
 - a. PWLB £100k loan facility has been granted. A proposition to Full Council is scheduled for the 5th April (post meeting note. This was approved at FC). It is anticipated that the full amount will be drawn down to pay for the phase 2 air conditioning contract.
6. (Including item 7) Planned works schedule (AM)
 - a. The gas pipe has been tested and found to be sound. The air conditioning contract can now be expedited. Estimated completion is May/June.
 - b. Walls and ceilings work to progress mid-May but is partly dependant on the air conditioning system progress
 - c. Electrics/Lights. New lights had to be chosen as the previous models were now unavailable. Cabling is already underway including Fire/Intruder/CCTV/hearing loop etc.
 - d. Disabled access was discussed. The main hall including toilets will be disabled access friendly however the stage is a concern due to its construction and restricted access. Consideration is being given to how disabled performers may be able to perform at an event.
7. See 6
8. Future events (JS)
 - a. A medieval murder mystery has been booked for the 24th September and is to form part of the 'soft' opening.
 - b. An opening event to be planned.
 - c. To open even partly, staff in the form of volunteers will be needed. The volunteers list to be updated and made more suitable for searching for a particular skill (KC)

- d. Even though the opening event is in September this does not leave much time to organise the logistics so this is becoming a priority
 - e. A Christmas Fayre is to be scheduled in for the 3rd December
 - f. The Alcester Victoria Silver Band are keen to do a performance in December (possibly the 13th)
9. Home 2 Home update. No update although other shops are being looked at
10. Urgent/other business
- a. Alcester Academy are to paint 'appropriate' murals to cover some of the windows at the rear. ATC to provide the boards to AA
 - b. MC reported that the kitchen unit gifted by the Grammar School had been stolen from his home. It has been reported to the police
 - c. A good start to tidy the site is to get the landscaping started especially as the weather is warming up
 - d. A request to all members is to please delete any old or emailed versions of the volunteers database to comply with GDPR regulations
11. Proposals to ATC
- a. Request to approve the £100k loan
12. Date of next meeting. 22nd April 2022

Mark