

MINUTES OF THE VENUES, EVENTS AND MARKETING
COMMITTEE HELD IN THE COUNCIL CHAMBER, KING'S HOUSE,
THETFORD, ON WEDNESDAY 10th APRIL 2019 STARTING AT 1.00 a.m.

Present:

Councillors:

S J Armes
B J Canham
J Hollis (Chair)

M P Brindle
C Harvey
M.S Robinson (Vice Chair)

Officers in attendance:

David Brooks
Chris Crimmen

VEM Officer
Committee Secretary

MINUTES

873/18

DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
None.

874/18

APOLOGIES FOR ABSENCE

Apologies were received from Councillors D M Crawford, F Robinson and S N H Wright.

875/18

MINUTES

RESOLVED: The minutes of the Committee meeting held on 13th March 2019 received by Full Council on 26th March 2019, as a true record and signed/initialed by the Committee Chairman.

876/18

H&S UPDATE:

The committee received an update from Councillor C. Harvey who reported:

- At the bottom of the steps either side of the stage there should be a chain to block unauthorised entrance to the stage.
- The hot water tap in the Dads Army Museum is too high above the sink.

The Chair thanked Councillor C Harvey for all his work as the committee H&S Officer.

877/18

EXTENDED WIFI COVERAGE IN GUILDHALL:

The VEM Officer reported on extended WiFi coverage to Guildhall with secure guest account security which should be completed soon to bring secure Wi-Fi coverage to the Carnegie Main Hall, Guildhall Tea Room & the Council Chamber. A lot of the data cabling and a couple of the isolated Wi-Fi points have been paid for by the Awards for All funding and the main hall installation has cost £250. This is extremely good value for money that has enhanced our overall offer to customers.

878/18

VENUES WORKS SCHEDULE:

The VEM Officer is looking into other cheaper options of providing the secure access to the slip road between the Guildhall & Carnegie to stop unauthorised parking. His plan is to hopefully reduce the decision made by this Committee to spend up to £2170 & VAT by half by using retractable posts. This money was authorised payment from Guildhall reserves and the committee will achieve a reduction in the overall cost. The Committee agreed to these savings can be used to complete the hygienic cladding started in the Carnegie kitchen by using an outside Contractor.

879/18

EVENTS

VEM Officer reported the Mayor's Civic Ball was a successful event with very good feedback from guests. The Caterer used was not only very good value but the quality

of food was again excellent. The officer is planning host a number of events in the future with the support of these caterers with the value for money without compromising quality allows us to compete with local venues such as Hotels in delivering Cabaret evenings, Murder Mystery evenings etc.
The next Town event is the Soapbox Challenge and it seems to be coming together for another good event. ZACK fm will this year be our race comperes so PA wise we should have no problems with sound level for attendees

880/18

REVIEW THE BUDGET:

The Committee reviewed the budget and it was pleasing to note that bar receipts from the recent events in the Carnegie had reduced the bar shortfall.

881/18

COMMITTEE OFFICERS UPDATE

None.

882/18

COMMUNITY ENGAGEMENT

The VEM Officer uses Social Media to advertise the upcoming events.

Chairman.

DRAFT