



**Minutes of a meeting of the Princess Management Committee held
on 4th April 2024 in the Council Chamber, The Old Courthouse,
Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors S. Perry (Chair), R. Baker, P. Clayton, R. Keen, C. Searing, J. Warren

In attendance: K Noble (Town Clerk), J Hook (Theatre Manager) and one member of the public

Public Participation:

95.0.M24 Apologies for absence

Apologies for absence were received from Councillors Flurry and Vickers.

96.0.M24 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

97.0.M24 To receive and approve the minutes of the Princess Management meeting held on 8th February 2024

The minutes of the previous meeting of the Princess Management Committee, held on 8th February 2024, were presented by the Chair.

Resolved that the minutes be taken as read, confirmed and signed by the Chair.

98.0.M24 Matters arising from previous minutes

There were no matters arising.

99.0.M24 To receive the Chairs report

The Working Group, set up by the Council to review how other theatres are managed, visited two theatres recently, as reported at the Town Council meeting on 2nd April.

100.0.M24 To receive the Princess update report

The Theatre Manager gave an overview of the report. Since the report was produced, more tickets had been sold for Into the Woods and the two shows in April. Several questions were raised and answered.

There is a good range of shows now scheduled until the end of the year.

The Theatre Manager confirmed that the promoters of the Tina Turner Experience had cancelled the show. Hansel and Gretel's performances, which were predominately aimed at school attendance were cancelled as



the re-arranged date didn't allow enough time for schools to plan this into their schedules.

It was noted that the ticket sales for the King Alfred's production of Sister Act are selling extremely well.

The ticket sales for the Comedy Network vary each month and going forward it might be better to hold them bi-monthly.

The Highbridge Festival of Arts not only sold a lot of tickets, there were also 700 individual entrants and 31 schools and ensembles. Congratulations were given to the festival organisers and positive feedback had been received about the Theatre and staff. The staff were thanked for their hard work.

It was suggested that the Theatre could work with Age UK with regards to the senior sessions.

The new brochure will be distributed shortly.

A discussion regarding closing the Theatre on Mondays was considered, as detailed in the report.

Resolved that the Theatre can close on Mondays when there are no bookings.

101.0.M24 To note the most recent committee income and expenditure report

A query was raised regarding the donations and it was confirmed that when tickets are purchased there is an option to donate.

The report was noted.

102.0.M24 To receive update on the implementation of the Theatre review recommendations

It was noted that a lot of progress had been made. Members of the Committee should advocate the Theatre.

The report was noted.

103.0.M24 To consider purchasing of café equipment and furniture

The Theatre Manager has inspected the furniture which is all in good condition.

A query was raised regarding the electrical items being PAT tested and it was confirmed they would be done if they haven't already been tested. It was also confirmed that the till was owned by the Council.

Resolved that the café furniture and equipment listed in the report is purchased at a cost of £1,380 to be paid for from the maintenance budget.

104.0.M24 To consider report regarding temporary café/bar arrangement

That Theatre Manager gave an overview of the report and reiterated the need for a bar service for shows. A lengthy discussion took place.



Resolved that delegated authority is given to the Town Clerk and Theatre Manager to appoint an interim operator. The interim operator would pay 15% commission on their net sales in the first month, with an additional £200 in the months following.

105.0.M24 Date of next meeting

The next meeting of the Committee is scheduled for 28th May 2024 at 7pm.

106.0.M24 Resolved to exclude members of the press and public as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960.

107.0.M24 To approve storage unit lease

Resolved that a lease is approved for the Burnham and District Pantomime Society to use storage unit 2.

108.0.M24 To consider freelance technician services contract

Resolved that the Committee award the Freelance Technicians Services Contract to Bravo Events Ltd for 1 year, as set out in the report.