



The Old Courthouse,
Jaycroft Road,
Burnham on Sea,
TA8 1LE

27th February 2025

To: All Members of the Assets & Amenities Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **ASSETS & AMENITIES COMMITTEE** to be held on **4th March 2025** in the Council Chamber, Old Courthouse, Jaycroft Road, TA8 1LE at **6.00 pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Building doors will be open at 5:45pm

A handwritten signature in black ink, appearing to be "K Noble", enclosed in a thin black rectangular border.

Katherine Noble
Town Clerk

Please contact the Town Council reception (01278 788088) if you need further information on this agenda.

Members of the Assets & Amenities Committee

Councillor R. Baker
Councillor M. Facey
Councillor G. Gudka
Councillor L. Millard
Councillor C. Searing

Councillor P. Clayton (Chair)
Councillor J. Flurry
Councillor B. Metcalfe
Councillor M. Murphy
Councillor P. Wynn

Public participation

A public participation session will now be held before the meeting starts. Anyone wishing to speak on any matters is encouraged to give notice of the request and subject matter to the Town Clerk no later than midday on the last working day prior to the meeting. Public participation shall be restricted to the public participation session, unless directed otherwise by the Chair. In accordance with standing orders the public participation time will not exceed 15 minutes in total with no individual speaker exceeding 3 minutes.

Extraordinary Assets & Amenities Committee Meeting Agenda 4th March 2025

- 72.0.A25 Apologies for absence**
- 73.0.A25 To receive any declarations of interest on items included on this agenda**
- 74.0.A25 To receive and approve the minutes of the extraordinary Assets & Amenities meeting held on 10th February 2025**
- 75.0.A25 To consider temporary cover for café/bar services at The Princess Theatre**
- 76.0.A25 Date of next meeting**

The next meeting of the Assets & Amenities Committee is scheduled for 25th March 2025 at 7 pm.



Minutes of an extraordinary meeting of the Assets & Amenities Committee held on 10th February 2025 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 6 pm

Present: Councillors P. Clayton (Chair), G. Gudka, L Millard, M. Murphy, C. Searing

In attendance: K. Noble (Town Clerk), J. Hook (Theatre Manager), Councillor Perry and 2 members of the public

Public Participation: A member of the public stated that the drains in the High Street need cleaning.

65.A24 Apologies for absence

Apologies were received from Councillor Facey.

66.A24 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

67.A24 To receive and approve the minutes of the Assets & Amenities meeting held on 17th December 2024

The minutes of the previous meeting of the Assets & Amenities Committee meeting held on 17th December 2024, were presented by the Chairman.

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

68.A.24 To consider the recommendation from the Devolution Working Group regarding floral display options

It was reiterated that the Council has a high desire for sustainable planting, as well as proving a colourful planting scheme.

Marine Cove flower beds are being prepared by the Growing Group and it was requested that the group be involved with the ordering of the flowers. A representative was invited to attend a meeting the following day and proposals submitted by the group would be considered.

Resolved that the recommendation from the Devolution Working Group for floral displays for 2025, including hanging baskets, is approved as set out in the report and plants be ordered within the allocated budget.



69.A.24 Date of next meeting

The next meeting of the Committee is scheduled for 25th March 2025 at 7 pm.

70.A.24 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

71.A.24 To consider the tender proposals for the provision of technical services at The Princess Theatre

The Theatre Manger gave an overview of the specification and highlighted the proposed changes to the contract.

Resolved the Committee approved the proposals contained within the technical services tender documents and agreed for them to be published.

DRAFT

Report to Councillors: Temporary Cover for Café/Bar Services

**Issued to: Extraordinary Assets & Amenities Committee Meeting –
4th March 2025**

1. Purpose of Report

To consider options for emergency café/bar service cover for a temporary period at the Princess Theatre and Arts Centre.

2. Background

As you are aware, the current café/bar operators have given notice to vacate on 20th March 2025. Whilst considerations are being made with regard to the long-term plans for the café/bar area, it is essential that temporary cover is provided from 21st March 2025, when an evening show is scheduled.

It is vital there is no break in the provision of service, in particular the evening bar service at the for shows and events, as this would have a detrimental impact on the Theatre. There are currently 8 shows booked between 21st March to 20th May.

The proposal for consideration would be to assign a contract for temporary operation of the café/bar for a period of 3 months, which can be mutually extended depending on the time frame of future plans.

The Theatre Manager, in accordance with the instructions given at the Assets & Amenities Committee meeting held on 10th February 2025, investigated local companies who may be interested in operating on a temporary basis.

Options

Option 1 – Café & Bar Service

A local established company who has been operating in Burnham-on-Sea for 30 years has expressed interest in operating the café and bar on a temporary basis. An initial discussion regarding offering a temporary service includes offering a part-time café service during the weekdays when our participation groups meet, this would be to enhance their visit, which has proved to be a regular social occasion. They will also operate the bar services for shows scheduled.

Option 2 – Bar Service for evening shows only

A local public house approached have shown an interest in offering a bar service when we have evening shows. This will not include any daytime refreshment services or catering for events.

The daytime café has proved to be a source of social activity, with regular attendees and community gatherings, we have seen groups have their regular meetings in the cafe. The regular artwork exhibitions have also become a source of great interest and bring new visitors to the Theatre. The café adds a general vibrancy to The Princess Theatre.

The café option would also allow the Theatre staff to continue to offer events and shows that include food service e.g. seniors' events which are held monthly. Catering provision is often requested for private hires such as birthday parties etc. and generally enhances the offer the Theatre can provide for its hirers.

3. Financial implications

The operators would fully fund themselves for all staffing, stock, insurance and refuse collection. A rent and/or commission would need to be agreed. However, it must be noted that the priority is the continuation of service provision.

4. Recommendation

That the Assets and Amenities Committee decide on which option to pursue and to delegate to the Town Clerk, in consultation with the Theatre Manager. Assets and Amenities Committee Chairman and Chairman of the Finance and Governance Committee to agree a rent and/or commission for the temporary agreement.