

Town Hall Manager's Report (February 2018)

1. Bookings:

New Bookings: In general, bookings are still coming in as the Town Hall remains to be a reasonable and obliging events venue, within the Town. Since the last report, a total of **19** bookings have been confirmed.

Town Hall Event Breakdown: (18th December 2017 – 1st February 2018)

- Civic (i.e. Council Events) = 0
- Community (i.e. Dance Classes, sports etc) = 24
- Commercial (i.e. Weddings, Sales Fayres, Balls, Ceremonies etc) = 5

2. Events:

In-House Events: 40's night – We are in partnership with the Western Union Jive club as we look to organise another 1940's night on Saturday 30th June. At the stage we have approached a live band and made initial enquiries.

3. General Update:

Pannier Market Roofing Works: Trading has now commenced in the Town Hall and seems to be going well. Wednesdays and Thursdays seems to be the quietest days of the week in terms of traders and footfall. However, between the officers and some of the traders, we are working on additional events to try and encourage the public to come up.

This includes free taster sessions for Rock n Roll jive lessons and Yoga sessions in the Rundle Room. On top of this, one of the traders offer 'Story Time' every week on a Wednesday (soon to be Thursday), for parents with children.

Dot-teas are providing the tea rooms from the kitchen and bar area each day. The feedback from this trader, and comments on social media regarding this café, have been positive.

Wedding Awards: This event officially took place on Friday 19th January. The Town Hall Manager, Duty Officer, the Mayor and the Mayor's Consort all attended the evening. With over 300 people in attendance, we unfortunately didn't win the 'Best Town Wedding Venue'. But it was an enjoyable evening and a great achievement to get to the final

4. Social Media update:

Facebook: 810 (increase of 8)
Twitter: 1,041 (increase of 16)
Instagram: 274 (increase of 15)

5. Licensing: No licencing issues have arisen in the last month.

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