

## Town Hall Manager's Report (June 2018)

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### **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 **10** bookings have been confirmed.

**Town Hall Event Breakdown:** (3<sup>rd</sup> May 2018 – 18<sup>th</sup> June 2018)

- Civic (i.e. Council Events) = 0
- Community (i.e. Dance Classes, sports etc) = 24
- Commercial (i.e. Weddings, Sales Fayres, Balls, Ceremonies etc) = 18

### **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 30<sup>th</sup> June. This will include a two course meal and a live band. **Tickets sales have gone well so far, but still need to push further to reach a sell out.**

**Chamber of Commerce Business Show:** We were pleased to have hosted the business show once again this year. It proved to be very successful as we had a stand alongside the Pannier Market and Butchers' Hall. There have been talks to look at potential dates for 2019 to host the show once again.

**Garden Festival:** We provided the Town Hall portable bar again this year. Even though the taking were down compared to last year, it provided a good addition to the festival.

### **3. General Update:**

**Training:** One of our General Hands has successfully completed the Chapter 8 Road Safety course.

**Bar:** We will be introducing a new line of Cider for the Town Hall bar pumps from June

### **4. Social Media update:**

Facebook: 857 (increase of 26)  
Twitter: 1,089 (increase of 15)  
Instagram: 328 (increase of 21)

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

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