

**TAVISTOCK TOWN COUNCIL
TOWN HALL AND BUTCHERS HALL REPORT AUG/SEPT 2022
DATE OF REPORT 05/09/22**

Town Hall

As Tavistock Town Council agreed to take no further bookings for these venues in the calendar year of 2022 our main aim is to concentrate on continuing to deliver a high standard when honouring all existing bookings whilst continuing to actively secure new bookings for 2023 and 2024 calendar year, with a steady enquiry list for this period.

One of the exercises currently being undertaken is a review of our existing suppliers specific to bar led activities. One way this has been addressed has been to research how competitors prices compare to our main bar supplier by drawing up a price comparison against other providers. Other operational/administrative arrangements are also being considered /negotiated with such aspects as 'minimum order amounts' and 'sale or return' guarantees. These mitigations may reduce potential wastage from the bar as well as increasing overall profit margin for certain types of events, but further detailed analysis is required.

A departmental review is also being undertaken specific to energy usage, as an exercise which is being implemented across the organisation, which will mean that each event/activity needs to be reviewed in more detail along with consideration of whether to implement additional charges for such aspects as heating.

As part of the audit recommendations, the bar increases have now been implemented. No issues have arisen as a result of this increase and we still believe our pricing point to be competitive and in-line with the type of venue the Town Hall is.

We continue to build a pool of casual staff and we are currently advertising the Duty Officer role.

Town Hall Bookings for remainder of 2022

Aroma Ware – September 3rd & 4th

Goosey Quilters – September 21st until September 24th

Diverse Events – November 5th

TMTC presents ELF – 20th November until 27th November

Reach Wrestling – December 17th

Other Bookings

Zumba x 12

Full of Life x 13

Line Dancing x 12

Vocal Harem x 8

Wedding Reception x 1

Wedding Ceremony x 1

Butchers Hall

Butchers Hall is a very popular part of our markets structure and attracts many hirers both new and existing as well as demonstrating good footfall and general interest from the public.

Summer Markets in Butchers Hall have gone well with a wide range of different traders attracting a diverse customer base. Whilst in general the feedback from traders is that customers are spending a little less, due to the current economical climate, there are signs of spend starting to increase again which hopefully bodes well for the last quarter activities.

Trader and Customer feedback remains important and we are constantly communicating with our traders and brainstorming ways we can incorporate this feedback into the day to day running of Butchers Hall.

All events in Butchers Hall are being well advertised in a number of local publications, which was implemented in the first quarter of 2022, as well as through posters, banners and social media platforms.

Similarly, to the Town Hall, the rise in energy cost will be monitored and we will review the best course in terms of how this will affect both the hirers and us.

Butchers Hall Bookings for remainder of 2022

Arts Market – 3rd September

Tavistock Group of Artists – 6th September until 10th September

Makers Market - 15th & 16th September

Vintage Fair – 17th September

Miss Ivy Events – 24th September

Arts Market – 1st October

Miss Ivy Events – 8th October

Goose Fair Market – 12th October

Westcountry Potters Association – 15th October

Autumn Fair – 20th October until 22nd October

Drawn to the Valley – 27th October until 29th October

Arts Market – 5th November

Makers Market – 10th & 11th November

Miss Ivy Events – 19th & 20th November

Magic of Christmas Markets – 2nd & 4th plus 14th until 23rd December

Arts Market – 3rd December

Miss Ivy Events – 10th & 11th December

Other Bookings

Tamar Energy, Junior Life Skills, Britain In Bloom

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