

**ARMSTRONG HALL**  
**ADVISORY COMMITTEE**

**REPORT of the Meeting of the Committee held**  
**on 7<sup>th</sup> June 2017**

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Present:- Mr J Smith(Chair) (U3A & Thornbury Musical Theatre Group)  
Mrs B Ray (Thornbury Picture House)  
Mrs H Dutton (Severn Vale Flower Club)  
Mrs G Dunkley (Thornbury Arts Festival)  
Mr Rex Davis (Horticultural Society)  
Mr Malcom Tait (U3A Tourism and Travel)  
Shirley Holloway (Hall Management)

Mrs S Richardson (Deputy Hall Manager)

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**1. APOLOGIES FOR ABSENCE**

No apologies had been received.

**2. TO ELECT A CHAIRMAN FOR THE ENSUING YEAR**

The present chairman John Smith informed members that he would no longer be standing as chair of this committee. Shirley Holloway thanked John for his many years as chairman of the committee. It was proposed, seconded and unanimously agreed that Barbara Ray be Chairman for the ensuing year but that her term of office would start at the next meeting.

**3. APPOINTMENT OF REPRESENTATIVES TO THE MANAGEMENT COMMITTEE**

It was agreed that Martin Brooks and Barbara Ray remain as committee's representatives on the Hall Management. Gill Dunkley agreed to be the third representative

**4. MATTERS ARISING FROM MEETING OF 1.3.17**

Members were informed that the fund raising group had now raised £102,266.93 and that the next event was on Saturday 17<sup>th</sup> June when Bristol Old Vic would be performing Under Milk Wood.

There was also an open gardens event coming up in the near future.

The deputy manager reported that the hot plates and warming oven in the kitchen had reached the end of their life and were now not usable. At the present time several options were being explored and to replacement facilities. She confirmed that there was still a cooker and rings in the kitchen that could used.

It was reported that the Armstrong Hall Charitable Trust had appointed Lemon Gazelle to carry out a redevelopment appraisal of the hall and hirers had been contacted to seek their views and requirements. The trust had also appointed a company to carry out site valuation and associated works necessary for the decision making process.

**5. REPRESENTATIVES REPORTS AND QUERIES**

(a) U3A travel and Tourism

Malcom Tait reported that the group were struggling to find the best and most cost effective means of serving tea and coffee at their event. It was also felt that tea did not taste good when made with flasks and Barbara Ray informed him that the Picture House used the electric flasks which seemed a better option.

(b) Thornbury Arts Festival

Gill Dunkley informed that the recent Arts Festival had been a success and thanked the staff for being so accommodating and helpful.

(c) Thornbury Picture House

Barabara Ray told members that all was fine with the Picture House and that there was nothing to report.

(d) Severn Vale Flower Club

Hazel Dutton reported that their open evening had not raised the funds that they had hoped. This group was also trying to work out the best and cheapest option for serving refreshments.

A short discussion ensued where members felt that perhaps the refreshment side of hiring the hall could be revisited another time. They also asked if instructions could be displayed for using the dishwasher so that hirers could at least load or unload the machine leaving less dirty crockery stacked in the kitchen

(e) Thornbury Musical Theatre Group

John Smith reported that the previous weeks' performances had been a success and thanked staff for their support.

**6. ANY OTHER BUSINESS**

There was no other business

**5. DATE OF NEXT MEETING**

The next meeting of the Committee will be convened on Wednesday 4<sup>th</sup> October 2017 at 4.15 pm.