



Rugeley Town Council

Minutes of a meeting of the Rose Committee held at the Rugeley Town Council Offices, Taylor's Lane, Rugeley, at 7:00 pm Wednesday 10 July 2019.

PRESENT: Councillors: A Cooney R Dipple
 R Elkin D Gaye
 D Lucas N Mahon (chair)
 A Szklarczyk K Tait-Green

ALSO PRESENT: H. Goodreid –Town Clerk
 Ms L Goode – Theatre Manager

Min No	Item	Action
31 31.1	Apologies Apologies were received from Cllr Ansell (vice chair).	
32 32.1	Declarations of Interest No Declarations of Interest were made.	
33 33.1	Minutes It was proposed to approve the minutes of the meeting held on 12th June 2019. <i>Proposed: Cllr A Cooney; Seconded: Cllr R Dipple</i> The minutes of the Rose Committee held 12th June 2019 were approved as a true record.	
34 34.1	Matters Arising From The Minutes All matters had either been dealt with or were on the agenda.	
35 35.1	Theatre Grant Opportunities Details of a grant opportunity for small theatres had been sent to councillors prior to the meeting. It was proposed that an application should be made to cover elements such as:	

Signed:

Rose Theatre Committee

Date:

Page 1 of 3

	<ul style="list-style-type: none"> • Repairs / redecoration of backstage toilets • New Signage • Repainting the outside of the building <p><i>Proposed: Cllr R Dipple; Seconded: Cllr A Cooney</i> It was agreed that an application be made for grant assistance to cover the above work.</p>	Town Clerk, Theatre Manager and Cllr Mahon to work on application
<p>36 36.1</p> <p>36.2</p>	<p>Outside Tap A quote of £50 had been received from Three Spires Gas Installers to install an outside tap by the cellar door. This water supply could then be used for watering plants, cleaning the outside of the building etc.</p> <p>It was proposed that the quote be accepted for the work to begin as soon as possible. <i>Proposed: Cllr A Cooney; Seconded; Cllr R Dipple</i> It was agreed that £50 be spent on installation of the outside tap.</p>	Theatre Manager to get the tap installed
<p>37 37.1</p>	<p>Refurbishment of the Backstage Toilets It was agreed that quotes would try to be sourced for the September / October meeting.</p>	To be placed on the agenda for the Sept / October meeting
<p>38 38.1</p> <p>38.2</p>	<p>Access to the Theatre Councillors had previously considered improving the opening facility of the internal double doors to facilitate easier access to the theatre for wheel chair users / prams.</p> <p>It was proposed that the council purchase two door stops to the inner doors at a price of no more than £22.00. <i>Proposed: Cllr N Mahon; Seconded: Cllr A Szklarczyk</i> It was agreed to purchase two door stops to be fixed to the inner doors of the theatre.</p>	Town Clerk to purchase door stops
<p>39 39.1</p> <p>39.2</p>	<p>Theatre Car Park Cllr Mahon presented a list of items that could be addressed to improve the external appearance of the theatre. They included:</p> <ul style="list-style-type: none"> • New Signage to side wall • Painting of the metal gates • New lighting • Painting the wall • Place membrane down and top with stones where grass coverage is uneven • Car park line painting • Remove flower baskets to wall • Remove wooden sign panelling • New car park advisory notices <p>It was proposed that the following work be undertake: Remove the brown wooden sign panelling; Top up the planters; Get a roller and paint the lines around the disabled parking bay;</p>	

Signed:

Rose Theatre Committee

Date:

Page 2 of 3

39.3	<p>It was proposed that the quotes received from Estate Signs for replacement signage to the value of £1,227 be approved. <i>Proposed: Cllr A Cooney; Seconded; Cllr N Mahon</i> The above works and expenditure was agreed.</p>	Town Clerk and Cllr Mahon to look at budgets for expenditure and order items.
<p>40 40.1</p>	<p>Theatre Tech Room Councillors were pleased to see that the theatre staff had worked hard to clear and tidy the room with reused shelving used to keep equipment organised. Quotes had been received from the Technician for a new Apple Mac to be used for events. It was proposed that a new mac computer and additional drive etc. be bought up to a maximum of £1,137.52 but the Town Clerk would confirm the budget for the purchase. <i>Proposed; Cllr A Cooney; Seconded; Cllr R Dipple</i> It was agreed that an Apple Mac computer and additional drive be purchased for the theatre at a cost of no more than £1,137 from a budget to be identified.</p>	Town Clerk to confirm a budget for the Apple Mac.
<p>41 41.1</p>	<p>Theatres Website Cllr Mahon was working with the website provider and the Theatre Manager to undertake improvements to the website.</p>	
<p>42 42.1</p>	<p>Date of Next Meeting It was confirmed that the date of the next meeting would be Wednesday 11th September 2019 at 7pm.</p>	

The meeting closed at 7.44pm

Signed:

Rose Theatre Committee

Date:

Page 3 of 3