



EAST COWES TOWN COUNCIL

Town Hall, York Avenue, East Cowe
s, Isle of Wight, PO32 6RU

Tel: (01983) 299082 Email: clerk@eastcowestowncouncil.co.uk

You are hereby summoned to attend a meeting of the **Theatre Committee** to be held on **Thursday 18th July 2024 at 5pm in the Town Hall, York Avenue**, East Cowes to discuss the following matters set out in the agenda.

Sue Chilton, Town Clerk

Dated: 12th July 2024

AGENDA

- 1 5.00pm APOLOGIES
To receive and accept apologies.
- 2 5.05pm DECLARATIONS OF INTEREST
 - 2.1 To receive declarations of pecuniary and non-pecuniary interests in items on the agenda.
 - 2.2 To receive and consider granting any written requests for dispensations.
- 3 5.10pm MINUTES
To approve and sign the minutes of the meetings held on Thursday April 18th 2024.
- 4 5.15pm FINANCE
 - 4.1 To note and discuss the quarter 1 statement for the Theatre
 - 4.2 To resolve any actions
- 5 5.20pm LIGHTING REPLACEMENT
 - 5.1 To consider the purchase of the following lights at a cost of approx. £2500.00
 - a) 2 “nearly new” lights, with 1 year’s warranty, to fit back onto rig front bars
 - b) 2 larger versions on the front house bars to provide more directional light
 - c) 4 moving parrs to place onto the side bars, with a cross-over feature of stage lighting with movement
 - 5.2 To resolve any actions
- 6 5.30pm MID YEAR PANTO DEBRIEF
 - 6.1 To consider matters raised at the mid-year debrief meeting:
 - a) “No entry” rope between the town hall and the curve
 - b) Purchase of lanyards for the cast - cost
 - c) Purchase of printed T-shirts for volunteers/staff - cost
 - d) Balcony Rope - cost
 - e) Restriction of alcohol and glasses at performances – signage and volunteer supervision
 - f) Additional dressing area – 3 options to consider
 - 6.2 To resolve any actions
- 7 5.45pm SAFEGUARDING POLICY
 - 7.1 To update the Safeguarding policy to include Appendix 1
 - 7.2 To resolve any actions