



# Rugeley Town Council

Minutes of the Rose Theatre Committee held in the Council Chamber  
at 7:00 pm Wednesday 13<sup>th</sup> March 2024

PRESENT: Councillors: P Ansell W Clark A Cooney (Chair)  
D Gaye I Gibson K Hart  
A Miller

ALSO PRESENT: S Buxton Town Clerk  
S Bird – Development Manager  
L Johnson-Coles – Theatre Manager  
1 member of the public

Min No	Details	Action
106	<b>Apologies</b> Cllr Pyke <b>Agreed</b> to accept the apologies of Cllr Pyke	
107	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> None	
108	<b>To receive any requests for dispensation.</b> None	
109 109.1	<b>Chair to close meeting for public session.</b> Ms Bird asked Mr Greenthumb about his post naming in a defamatory manner and he apologised if he had caused any offence	
110	<b>Chair to reopen the council meeting</b> The chair re-opened the meeting	
111 111.1	<b>Minutes – 14<sup>th</sup> February 2024</b> <i>Proposed: Cllr Hart; Seconded: Cllr Ansell</i> <b>Agreed</b> that the minutes of the Rose Committee held on 14 <sup>th</sup> February, be signed as a true and correct record	
112	<b>Matters Arising</b> None	
113	<b>Income and Expenditure</b>	

Signed:

Date:

113.1	The income and expenditure reports for January and February 2024 will be presented to the April meeting due to delays relating to the transfer of data from Rialtus to SCRIBE	
<b>114</b>	<b>Theatre Managers Report</b> Cllrs were in receipt of the Theatre managers report	
114.1	Table cloths hire charges <i>Proposed: Cllr Hart; Seconded: Cllr Gibson</i> <b>Agreed</b> that the charge for hire of table cloths be £40 per hire	
114.2	Sum up machine charges – to be discussed at next meeting when additional information will be available	
114.3	Car Park Management <i>Proposed: Cllr Hart; Seconded: Cllr Ansell</i> <b>Agreed</b> that a presentation from a car park management company will be given to the full council	
<b>115</b>	<b>Development Managers Report</b>	
115.1	Cllrs were in receipt of the Development Managers report	
<b>116</b>	<b>Rose Theatre Business Plan re: Food Provision</b>	
116.1	A detailed Business Plan, for the development of food provision at the theatre including the pizza oven project and other projects planned, will be prepared for full council in June. It will include the rationale, installation requirements and costs, day to day operational costs, projected profits, food legislative requirements, staff training, staffing levels, wastage etc. <i>Proposed: Cllr Gaye; Seconded: Cllr Ansell</i> <b>Agreed</b> that a detailed business plan for food provision at the Theatre be completed for the June council meeting	
<b>117</b>	<b>Rose Theatre Operational Costs and Review</b>	
	A full review of operational costs for the Theatre and will be prepared for full council in June. This will include a report detailing the strategy for the theatre, costs, income and subsidy required. <i>Proposed: Cllr Gaye; Seconded: Cllr Ansell</i> <b>Agreed</b> that a full operational review for the Theatre be completed for the June council meeting	
<b>118</b>	<b>Items for Next Meeting</b>	
118.1	Any items to be included on the agenda for the next meeting. <ul style="list-style-type: none"> <li>- Rose Theatre Business Plan for Food Provisions – June</li> <li>- Rose Theatre Operational Review - June</li> </ul>	
<b>119</b>	<b>Date of Next meeting</b>	
119.1	Rose Theatre Committee will meet on Wednesday 10 <sup>th</sup> April 2024 at 7.00pm	

There being no other business the chair closed the meeting at 7.26pm

Signed:

Date: