



# Rugeley Town Council

Minutes of the Rose Theatre Committee held in the Council Chamber  
at 7:00 pm Wednesday 10<sup>th</sup> April 2024

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

ALSO PRESENT: S Buxton Town Clerk  
L Johnson-Coles – Theatre Manager  
Cllr R Lewis

Min No	Details	Action
1	<b>Election of Chair</b> As the committee chair is experiencing voice problems, he asked the meeting to elect a chair for this meeting <i>Proposed: Cllr Gaye; Seconded: Cllr Gibson</i> <b>Agreed</b> that Cllr Hart be elected chair for this meeting	
2	<b>Apologies</b> S Bird	
3	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> None	
4	<b>To receive any requests for dispensation.</b> None	
5	<b>Chair to close meeting for public session.</b> There were no public present	
6	<b>Chair to reopen the council meeting</b> The chair re-opened the meeting	
7	<b>Minutes</b> <i>Proposed: Cllr Gaye; Seconded: Cllr Gibson</i> <b>Agreed</b> that the minutes of the Rose Committee held on 13 <sup>th</sup> March be signed as a true and correct record	

Signed:

Date:

<b>8</b>	<b>Matters Arising</b> <b>None</b>	
<b>9</b>	<b>Income and Expenditure</b> Councillors were in receipt of the income and expenditure reports for January through to March. Questions were asked re: panto ticket sales, panto costs and the potential loss of £180K that the theatre makes annually The June meeting receive two reports on the Rose Theatre, see minutes 12 and 13 below	
<b>10</b>	<b>Theatre Managers Report</b> Cllrs were in receipt of the Theatre managers report	
<b>10.1</b>	Sum up costs were discussed <i>Proposed Cllr Pyke; Seconded: Cllr Miller</i> <b>Agreed</b> that an increase of 5p be added to each transaction to cover the administration costs of Sum up	
<b>10.2</b>	Roof repairs – four quotes were provided Need to check what permission is required from CCDC Where will the cost be met from What is the guarantee and terms and conditions on Quote 1 <i>Proposed Cllr Clark; Seconded: Cllr Miller</i> <b>Agreed</b> that the council would go with Quote 1, subject to CCDC permission, confirmation of the guarantee and sight of the terms and conditions and recommend this to full council	
<b>10.3</b>	Car Park Management company – following presentation <i>Proposed: Cllr Hart; Seconded: Cllr Gibson</i> <b>Agreed</b> that subject to permission from CCDC that the council would employ the car park management company for the Rose Theatre Car Park	
<b>11</b>	<b>Development Managers Report</b> No report was available	
<b>12</b>	<b>Rose Theatre Business Plan re: Food Provision</b> 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. As agreed at the last meeting	
<b>13</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, as agreed at the last meeting	
<b>14</b>	<b>Items for Next Meeting</b> Any items to be included on the agenda for the next meeting. - Rose Theatre Business Plan for Food Provisions – June - Rose Theatre Operational Review - June	

Signed:

Date:

<b>15</b>	<b>Date of Next meeting</b> Rose Theatre Committee will meet on Wednesday 8 <sup>th</sup> May 2024 at 7.00pm	
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There being no other business the chair closed the meeting at 7.47pm

DRAFT

Signed:

Date: