

## **HEBDEN ROYD TOWN COUNCIL**

### **Meeting of the PICTURE HOUSE COMMITTEE held 12<sup>th</sup> SEPTEMBER 2022**

#### **MINUTES**

**PRESENT:** Councillors: Wood (Chair from minute 141), Courtney, Guilfoyle & Needham.

**Picture House Manager: Pete Berrisford**

**HRTC Council Clerk: J Boom**

**Donna Sidonio & Kate Higham (Friends of the Picture House)**

#### **MINUTES**

The meeting observed a minute's silence remembering Her Majesty Queen Elizabeth II.

**141. ELECTION OF CHAIR AND DEPUTY CHAIR OF THIS COMMITTEE 2022/23.**

It was **proposed** by Councillor Needham

**Seconded** by Councillor Courtney

**Unanimously resolved:** that the Chair of the Picture House Committee for the remainder of 2022/23 be Councillor Wood.

**DEPUTY CHAIR**

This to be considered at the next meeting.

**142. To receive apologies for absence and any substitutions.**

Cllrs Fraser & Hodgins.

**143. To receive members' interests relating to agenda items for this meeting.**

No matters arising were shared.

**144. To report on matters arising from the minutes of meeting held 13<sup>th</sup> June 2022 not itemised on this agenda.**

No points were raised.

**145. FRIENDS OF THE PICTURE HOUSE**

The Friends reported that they had hosted Heritage Open Day with history boards, a model of cinema and poster sale. A respectful event enjoyed by many given the recent death of Her Majesty Queen Elizabeth II

It was confirmed that Film Friends is close to being launched and is currently identifying potential users.

A Christmas Raffle will be held this year, still being mindful of covid in the foyer.

Making Friends has again received more funding from CFFC, the National Lottery, Southall Trust and Wharfedale Foundation. More funding is needed, currently funding lasts until March 2023.

Evening trips are to be the focus for individuals rather than the families that attend on a weekend. This project is making people feel welcome and safe and is increasingly allowing the group of sanctuary seekers to make the decisions themselves. Discussions regarding independent trips to the cinema are ongoing and how it can remain free for Sanctuary seekers.

Making Friends has identified further users for the Saturday screenings .

146.

#### **MANAGERS REPORT & STRATEGIC BUSINESS PLAN**

The Manager reported attendance is ahead of the forecast three thousand per month, the kiosk is performing well and newly appointed staff have settled in well.

Covid safety measures continue to be appreciated, contributing to be ahead of forecast.

The Town Clerk explained that as the business plan was soon due for updating a number of measures would be discussed during the meeting with a desire for the points to be agreed for further exploration or action by the Picture House Manager and the Town Clerk.

The following points are in no particular order of importance.

- **Programming Arrangements.**

The Picture House Manager submitted points outlining the case for a change in programming arrangements. The changing quality of the slate, the shortening theatrical window, costs and the need for a swift response make it important to have the best and most responsive arrangements in place.

After discussion

It was moved by Cllr Wood

Seconded by Cllr Needham and

**RESOLVED:** that the Picture House serves notice on the ICO to cease their service with the responsibility reverting to the Picture House Manager..

- **Review Key Principles.**

The principles were discussed and reviewed.

It was moved by Cllr Courtney

Seconded by Cllr Needham and

**RESOLVED:** that the following updated principles be adopted

1. The Picture House to remain a public building. Adequate mechanisms to be in place to ensure accountability and democratic control with management policies and systems in place to safeguard its financial viability.
2. The Picture House, like the Town Council, to strive to be a good employer and the rate of pay to be as a minimum that recommended by the Living Wage Foundation.
3. The Picture House to be run in the interest of the whole community and on a not-for-profit basis.
4. The Picture House to be available for a range community events.
5. The Picture House to maintain its current mix of programming, with a warm welcome for all and a distinctive ambience.
6. The Picture House to be strengthened and developed through longer-term

strategic development planning

- Pricing/Ticketing Structure.

The meeting discussed principles and timings and felt that April 2023 would be an appropriate time in which to implement a new scheme for its cinema pricing with a view to adopting an annual increase.

It was moved by Cllr Guilfoyle

Seconded by Cllr Courtney and

**RESOLVED:** that live streaming events pricing, including National Theatre Live prices be increased as soon as is practicable with the timing being at the discretion of the Picture House Manager.

- Staffing Structure Review.

It was moved by Cllr Needham

Seconded by Cllr Courtney and

**RESOLVED:** to request the Staffing Committee to undertake a review with the Picture House Committee making recommendations as the suitable time.

- New Income Streams & Operational Arrangements.

A long discussion took place with many suggestions being made. The Picture House Manager presented the need for flexibility to continue to screen popular titles and not to lose potential revenue at the end of a short run at the Picture House. He felt operational costs would not increase significantly after the capital costs of creating a second screen had been met. The business case is key.

It was moved by Cllr Guilfoyle

Seconded by Cllr Courtney and

**RESOLVED:** that the Picture House Manager and the Business Plan Group develop this suggestion.

- Façade Improvements.

It was moved by Cllr Wood

Seconded by Cllr Needham and

**RESOLVED:** to identify appropriate professional help to progress this project with the allocated funding available to secure services and advice to aid this. Appropriate industry professional may also be approached to support the work.

It was moved by Cllr Courtney

Seconded by Cllr Needham and

**RESOLVED:** that the newly appointed chair of the committee, Cllr Wood, join the group developing the business plan.

## 147. FINANCIAL REPORT

The meeting received the financial position to the end of August 2022, The meeting was made aware of the upcoming 2023-24 budget setting process and the possible need for revenue support for the Picture House during that period.

The meeting finished at 9.25pm.