



MINUTES OF THE TOWN HALL MANAGEMENT COMMITTEE HELD ON TUESDAY 9 SEPTEMBER 2025 AT THE TOWN HALL, YORK STREET, SELBY

Contents

TH1	APPOINTMENT OF CHAIR AND VICE CHAIR	2
TH2	APOLOGIES FOR ABSENCE	2
TH3	DISCLOSURE OF INTEREST	2
TH4	MINUTES OF THE LAST MEETING.....	2
TH5	UPDATES FROM PREVIOUS ACTIONS	2
TH5.1	Monitoring Income & Expenditure 2024/25	2
TH5.2	Monitoring Income & Expenditure 2025/26	2
TH5.3	Arts Bookings for 2026	2
TH5.4	Arts Bookings for 2026/27 and budget provision.....	2
TH5.5	Grant Funding Opportunities.....	3
TH6	ORGANISATIONAL REVIEW	3
TH7	EDINBURGH FRINGE.....	3
TH8	AGENDA ITEMS FOR THE NEXT MEETING.....	4
TH9	CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS.....	4

**In Attendance: Cllrs F Matthews, S Shaw-Wright, C Laskey and R Harrison
G Bell and C Jones**

TH1 APPOINTMENT OF CHAIR AND VICE CHAIR

Cllr F Matthews was appointed Chair. It was agreed not to appoint a Vice Chair.

TH2 APOLOGIES FOR ABSENCE

There were none, all committee members were present.

TH3 DISCLOSURE OF INTEREST

There were no disclosures of interest.

TH4 MINUTES OF THE LAST MEETING

Minutes of the Town Hall Committee held on Monday 18 September 2023 were received. These minutes had been previously ratified at Council on 25 September 2023.

RESOLVED: That the minutes were noted.

TH5 STANDING ITEMS

TH5.1 Monitoring Income & Expenditure 2024/25
The Arts Officer's report was considered.

RESOLVED: That the report be noted.

TH5.2 Monitoring Income & Expenditure 2025/26
The Arts Officer's report was considered. It was noted that there is now a rolling pattern of ticket sales as opposed to bulk buying in previous years.

RESOLVED: That the report be noted.

TH5.3 Arts Bookings for 2026
The Arts Officer's report was noted.

RESOLVED: That the Arts Officers report be noted.

TH5.4 Arts Bookings for 2026/27 and budget provision
Consideration was given to the Arts Officer's request to commit to expenditure in 2026/27.

RECOMMENDATION TO COUNCIL: That The Arts Officer be given permission to book acts for 2026/27 based on the 2025/26 budget.

TH5.5 Grant Funding Opportunities

Consideration was given to the Arts Officer's report. It was noted that expenditure had been committed for some exploratory work and to employ the services of a structural engineer at the Council meeting held on 28 July 2025.

TH6 **ORGANISATIONAL REVIEW**

Consideration was given to the Arts Officer's report on the Town Hall's Arts Council England 'Place partnership' funded organisational review, and the future direction of the Town Hall.

The committee agreed to concentrate on the following items:

1. Renovating the toilets, foyer and balcony
2. Building frontage - signage for the front of the building, identifying the Town Hall as a performance venue, and installation of a theatre style awning to provide shelter for queuing customers
3. Marketing – employ the services of a specialised arts marketing company
4. Bar – investigate the possibility of extending the studio into the courtyard and creating a purpose built bar.

RESOLVED: That,

- i. **The Arts Officer investigates options for employing a marketing company and cost implications,**
- ii. **The Clerk to engage with an architect to consider an extension for a bar and reconfiguration of toilets,**
- iii. **Further estimates sought to refurbish current toilet provision, and**
- iv. **Estimates sought to replace flooring in foyer and stairwells.**

TH7 **EDINBURGH FRINGE**

Consideration was given to the Arts Officer's report. It was noted that he had visited Edinburgh for the final week of the festival. The Arts Officer saw a total of 32 hour-long shows over 5 days – 18 theatre and 14 comedy. These had been researched before hand through professional and audience reviews, conversations with agents, artists and Fringe Arts Industry Office to establish touring intentions and the suitability of shows for the Town Hall. From this visit 14 shows have been identified that would work well in the Town Hall and the Arts Officer has already begun conversations with producers, artists and agents.

This year the costs were £1,093 for accommodation, £90 for tickets and £207 for travel and expenses. The accommodation has already been reserved for 2026 (fully refundable) at a reduced rate of £804.

The committee agreed that the Edinburgh Fringe remains the most efficient and effective way for the Arts Officer to see new shows and assess the suitability for the Town Hall.

RECOMMENDATION TO COUNCIL: That Approval be given for the Arts Officer to attend the Edinburgh Fringe Festival in 2026

TH8 AGENDA ITEMS FOR THE NEXT MEETING

The list of standing items was noted.

RESOLVED: That

- i. This information is merged into the spreadsheet of possible future developments included with item TH6, and
- ii. Quotations are sought to upgrade to LED lighting.

TH9 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 9 March 2026.