

Community Manager's Report – May 2023

Festival Hall Bookings March to May 2023

Areas hired	Hour booked.	Hours booked to date.	Hours booked to date.
	<u>1st March – 31st March</u>	<u>1st April – 30th April</u>	<u>1st May – 31st May</u>
Main Hall	64.33	93.33	68.00
Committee Room	11	29.5	35.5
Kitchen	6	21	24.75
Performing Rights (PRS/PPL)	11.5	29	6
Tables and Chairs	12	30.5	15

The income to date is £2,989.00, the target income for this financial year 23/24 is set at £26,000. Every effort will be made to reach this target.

For information, bookings entered from 1st April 2023 to 31st March 2024, the expected income is currently at £16,093.20. Please note that this figure only includes bookings entered through the RBS bookings diary. If bookings are entered manually this would not show in this figure. This does not include any market income as markets are not entered through the RBS bookings diary. This also does not include any new enquiries that I have received. I will include updated details on this monthly so that councillors can see the income to be generated for the Festival Hall in 2023/2024.

Festival Hall Bookings and Operations

Festival Hall packages continue to be promoted and some canva promotion has been produced for the Committee Room. From the Committee Room promotion, we have received a couple more enquiries. We continue to emphasis on the positive aspects of generating new hiring opportunities.

A breakdown of costs and packages are being worked on for the Festival Hall.

Market

The market rent income to date is £780.00.

We now have 4 traders registered on the market initiative. We have had to extend the designated trading area to reflect this. We will continue to work on the positive aspects of generating new trading opportunities.

Old Police Station Lease

Negotiations are taking place with the tenant and our solicitor, there should hopefully be an update on this next month.

A meeting has been held with our tenants of the Old Police Station, to address some maintenance and parking issues.

Events

Please find below events scheduled for May and June:

May 13 th -14 th & 20 th – 21 st	West Lindsey Church Festival
May 20 th	Outdoor Pop-Up Market
May 20 th	Tabletop Sale at Market Rasen Primary School
June 3 rd	Gardeners' Market and Craft Fayre
June 9 th	Reg Meuross in Concert
June 11 th	Little Childrens' Market

An excel events list has been produced, for all events locally. This will assist us with producing a what's on guide. I will now be working on producing a list of all clubs and community groups. I am in communication with the graphic designer, to see how the designer can assist us with a what's on guide and to look at different display options.

The date for the Christmas Market will be published this month, to forward plan.

More information is now available on the Market Rasen Town Council website, please feel free to take a look.

We are trying to make better use of the electronic noticeboards, some information has been sent to WLDC on this, we are just waiting for the information to made public on the boards.

Community relationship building

I attended the Lincolnshire Wolds and Market Towns meeting on 2nd May. I am now on the database for these types of meetings, next meeting date is scheduled for September. It was a productive meeting which emphasis the importance of business engagement and partnership building.

West Lindsey's Visitor and Tourism Economy Officer reported on the following:

- West Lindsey Church Festival (dates as above)
- The Lincolnshire Aviation Guide is to be refreshed.
- Information on tourism information boards have been updated and images refreshed.
- New cycle road routes – Caistor and the Rothwell.
- Business and Sustainable grants are available, I will be provided with more information on these at the below meeting.
- Lincolnshire Wolds Visiting Guide is being worked on.

May is National Walking month, I will be looking at ways to actively promote this with the below stakeholders.

Meetings have been arranged this month with the following stakeholders, to explore collaborative working opportunities.

- Community meeting with the Sales Manager and Community Manager at Market Rasen Leisure Centre
- Meeting with the Visitor / Tourism Economy Officer from West Lindsey District to see how we can best work together. This meeting is important before I interact with local businesses.

The Council continue to work alongside Trinity Arts Centre, on the hopeful delivery of a Christmas event in the Festival Hall this November or December.