

## Report No.

Report to Policy and Resources Committee 4<sup>th</sup> April 2017

Proposal for Live Performing Arts at Malmesbury Town Hall

### **Purpose of the report**

- 1.1 To outline the necessary equipment purchases and likely physical works in the Assembly Hall to accommodate lighting and sound systems, plus any storage implications, to enable regular live music and potentially theatrical performances in the Assembly Hall.
- 1.2 To seek the necessary approval for appropriate expenditure to enable the above, as set out below

### **Background**

- 1.3 The Assembly Hall has been used for occasional live music and a recent live theatrical performance. However these performances have required substantial additional equipment to be brought in, rigged up, de-rigged and removed. Of necessity this has required the hirers to incur additional and significant costs which act as a barrier to the use of the room. This inconvenience and these extra costs act as a deterrent to the hire of the Town Hall and see little active use of the Assembly Hall stage. Other venues in the town have clearly been used in preference to the Town Hall for the performance of live music and theatre. Most notably the Kings Arms was the venue of choice for Malmesbury Acoustic Sessions and performances by the Long Players, among others. These were very well attended by local residents and added to the cultural life of Malmesbury. They also attracted visitors to our town and generated publicity for it.
- 1.4 St Mary's Hall has generally been the venue of choice for theatrical performances and for many local band concerts, however the facilities are rather basic in comparison what we can offer in the Assembly Hall.
- 1.5 We have made a decision to move ahead with a significant refurbishment of the bar area which hopefully will make it a more attractive area for private hire.
- 1.6 Increased use of the Assembly Hall and bar area for performances that attract a bigger public attendance at these events will increase the revenue for the Town Council, as we have seen with the growing attendance at Movies @ Malmesbury screenings.

### **3. Known Issues**

- 3.1 While the sound system used by Movies @ Malmesbury is of high quality, musical and theatrical performances will require further equipment which is currently brought in on an ad hoc basis by those staging the events.
- 3.2 The current lighting equipment is insufficient for the staging of live music and theatre, again necessitating the provision of additional equipment on an ad hoc basis by the hirers.
- 3.3 To my knowledge, there are no plans at the Riverside Centre to provide large scale staging, permanent lighting and sound facilities that are needed for significant live music and theatrical performances.
- 3.4 Neil Muttock and the Boondocks Team, who also run Malmesbury Acoustic Sessions, are currently examining the option of creating a single registered charity to cover live music performance in and around Malmesbury, and have had discussions with other performing arts interests about collaboration.

3.5 Movies @ Malmesbury have had a very successful year with record attendances. Conversations have taken place between Neil Muttock, Dave Shepherd and Charles Vernon about what is needed to enable regular live music and theatre performance in the Assembly Hall without disrupting the work of Movies @ Malmesbury. A similar conversation has taken place between Colonel Deborah Poneskis, the producer of the Vicar of Dibley production and Neil Muttock on what the needs of a theatrical company would be to stage regular productions in the Assembly Hall as far as lighting and sound are concerned. Finally, Neil and Dave have made an informal inspection of the room and the existing equipment, so enabling them to set out a series of recommendations as to the likely necessary equipment and physical alterations that may need to occur to enable the installation of appropriate lighting and sound equipment.

#### 4. **Equipment Needs**

4.1 The existing sound system owned by Malmesbury Town Council and installed in the Assembly Hall is of high quality and has been used for theatrical and musical performance. It will require some augmentation as set out in detail in Appendix 1.

4.2 The current lighting system is not adequate to meet the needs of modern live music and theatrical performance.

4.3 The current fitments to which the current lights are fitted do not lend themselves to the modifications that will be required to take appropriate lighting necessary for musical and theatrical performance and therefore there will need to be modifications to these settings.

4.4 Other ancillary equipment will also be needed in order to facilitate live musical and theatrical performance, as set out in Appendix 1

#### 5. **Risks**

5.1 The Assembly Hall is extensively used for non-theatrical performance. Therefore any modifications should not be to the detriment of the fabric and ambience of the room.

5.2 Currently the only sustained use made of the sound equipment in the Assembly Hall is by Movies @ Malmesbury. As such the equipment is set to maximise its beneficial use in support of film soundtracks. Usage of this equipment for other purposes may create greater need to ensure that it is recalibrated to meet the needs of Movies @ Malmesbury.

5.3 Increased equipment provision and more diverse use raises risks of damage and loss which could have detrimental impacts at short notice to commercial/social hirers and/or to the film screenings.

#### 6. **Financial Implications**

6.1 Neil Muttock and his team are suggesting that if the Assembly Hall venue was a suitably equipped venue, they would look to stage some 20 live music events per year there, so providing a significant increase in the room rental income stream from the Assembly Hall.

6.2 While there are significant challenges beyond the provision of suitable sound equipment and lighting for the staging of regular live theatre, such as changing room, costume and prop storage, nevertheless I have ascertained that should such additional sound and lighting equipment be provided, it would act as an inducement to repeat booking of the Assembly Hall for live theatre.

6.3 A full, professional assessment of the cost of additional lighting and sound equipment is in Appendix 1. Some of this equipment may be provided by the Malmesbury Acoustics/Boondocks team with the proviso that this equipment would be available for use off site at the Boondocks Festival in the summer, covered by an appropriate insurance policy.

- 6.4 The cost of the purchase of this additional sound and lighting equipment is £26,807.35 at set out in Appendix 1.
- 6.5 Financial provision will need to be made to meet the costs of any physical alterations to the lighting fittings as recommended. The approximate costs of such works is likely to be £3,933.60
- 6.6 The figures set out in 6.4 and 6.5 include an element of hedging against currency shifts and a contingency fund.

## **7. Timings**

- 7.1 The booking of live music performers generally has a six month lead time. Indoor performance starts usually in September, running through to the early summer. Neil Muttock and his team are very keen to confirm their early autumn line up.
- 7.2 The refurbishment of the bar has its own programme plan which should align with the preparation of the Assembly Hall for live music and theatrical productions if the Committee is minded to go ahead as recommended below
- 7.3 An assessment will need to be made of any major commercial/social bookings in the Assembly Hall for music performance over the next six months to avoid disrupting such bookings while any works are in progress.
- 7.4 A similar assessment should be made of regular non-performance bookings in the Assembly Hall to avoid their disruption by any such works, or to provide an alternative venue within the Town Hall.

## **8. Recommendations**

- 8.1 To purchase equipment and undertake the necessary works to make the Assembly Hall suitable for regular live music and theatrical performances, without disrupting other hirers.
- 8.2 To proceed through the purchase of equipment at an estimated cost of £21,713.60 inclusive of VAT. As much of the equipment comes from Germany, it may be prudent to assume that there will be an increase in cost due to the depreciation of £ Sterling against the Euro. A 20% figure is included to the value of £4,342.72 to take account of this factor. Were this to occur it would take the total estimated equipment cost to £26,056.32.
- 8.3 The cost to install the appropriate technical infrastructure equipment in the room, lighting equipment and sound equipment is estimated at 9 days/£210 per day. Each of these three aspects is estimated to require 3 days labour at a total cost for each element of £630 (3 days x £210). This brings the total cost for installing all equipment to £1,890.
- 8.4 It may be prudent to allocate a 10% contingency fund to ensure the appropriate purchase and completion of all necessary works. The sum required for a 10% contingency is £2,794.63.
- 8.5 The full and total estimate programme of equipment purchase and installation, including the 20% currency hedge on the equipment and 10% contingency fund, is £30,740.95.
- 8.6 **To draw down the appropriate funding from reserves of £30,740.95 to fund the above.**

Cllr Gavin Grant  
Chair Town Hall & Facilities Committee  
24 March 2017

# Appendix 1 - Malmesbury Town Hall Audio and Light ing System Upgrade Budget

## Notes & Assumpt ions

Note sound costs assume that the existng PA system can be re-used - it will need to be up graded but we'd re-use what's there

Pricing is not bargain basement but also not premium stuff these are all mid range to low items

Storage space - if the "moveable" bits need to get out of the hall/of the stage (monitors/subs/stage pack/desks etc... ) then we'd need about 100 sq ft (3m by 3m) of storage space.

This all assumes new equipment - it is possible that some suitable used equipment could be used in places

\*\*\*\*\* THIS IS NOT A QUOTE \*\*\*\*\* its an init bl est mate for budget hg purposes!!

Area	What	Descript ion	Approx Cost	Suggested Supplier
<b>Infrastructure</b>				
	Tech Riser	1 of f8f tby 4f tlitedeck sect bn on 300mm legs	£500.00	Gear 4 Music
	Cat 5	2 of fCAT 5 leads from front to back terminat ing in wall boxes	£175.00	Thomann
	DMX	2 of fDMX leads from front to back terminat ing in wall boxes	£100.00	Thomann
	Mains distro	back of room (is there a 32 single?) to riser only	£30.00	Various
	Room divider?	Decore and suspension	£500.00	Provision
	Alu scaf fpole + f it hgs	2 on stage	£100.00	Various
		<b>Sub Total Room Equipment</b>	<b>£1,405.00</b>	
	<b>Labour to install</b>		<b>£630.00</b>	<b>3 days</b>
<b>Light ing</b>				
	Front White	4 x fresnels/prof le spots	£800.00	Various
	Back movers	4 x moving spots with rotat ing gobos LED	£1,800.00	Thomann
		4 x moving colour wash LED	£1,800.00	Thomann
	Front colour	4 x f ked LED colour washes	£200.00	Thomann
	Front Dimmer	2x4 ch DMX dimmer pack	£210.00	Amazon
	Audience blinders	4 x PAR56 with Raylight lamps	£160.00	Thomann
	Back Dimmer	4 ch DMX dimmer pack	£70.00	Amazon
	Desk	Either console or PC wing & sof tware (provision)	£1,500.00	Various
		Console lamp	£15.00	Various
		Fligh case	£55.00	Various
	Hazer	DMX Hazer	£170.00	Thomann
	Room	4 x LED scanners with rotat ing gobos	£1,200.00	Thomann
	Clamps	24 x clamps	£144.00	Thomann
	DMX leads	24x2m, 4x10m 6x5m	£32.00	Various
	Back Truss	3x2m Trilight sect ions	£168.00	Thomann
	Saf es - f ktures	24x25kg wires	£175.00	Thomann
	Saf es - bars	4 x 200kg chains/strops	£100.00	Various
	Mains distro	6x5m HO7 extensions	£126.00	Stage Superstore
		6x4way 13 amp bars (black)	£42.00	Amazon
		6x5m HO7 extensions	£126.00	Various
	Opt onal stuff	Strobes & bat ions	£500.00	Provision
		<b>Sub Total Light ing Equipment</b>	<b>£9,393.00</b>	
	<b>Labour to install</b>		<b>£630.00</b>	<b>3 days</b>
<b>Sound</b>				
	Mixing Desk	X32 Compact	£1,500.00	Thomann
		Flight case	£175.00	Thomann
		Console lamp	£20.00	Various
	Stage box	S32 /2xS16	£1,300.00	Thomann
		Flight case	£75.00	Various
	Monitors	4 x f bor wedges	£1,280.00	Thomann
		Mons Power amp	£315.00	Thomann
		Act ve drum f il	£500.00	Various
		6x5m Speakon cables	£102.00	Thomann
	FoH (**NOTE ASSUMES WE CAN RE USE CINEMA SYSTEM MID/TOPS**	4 x Subs (might need 4)	£2,000.00	Thomann
		*2 x power amps	£600.00	Thomann
		4x10m Speakon cables	£108.00	Thomann
	Mics	3 x SM58 vocal mics	£279.00	Thomann
		2 x Beta5 vocal mics	£300.00	Thomann
		3 x SM57 instrument mics	£279.00	Thomann
		Drum mic set	£570.00	Thomann
		Boundry Mic (kick in)	£255.00	Thomann
		2 x condensers	£250.00	Thomann
	DI Boxes	4x stereo DI's	£200.00	Thomann
	Stands	Kick stand	£30.00	Studio Spares
		8 x full stands	£80.00	Studio Spares
		4 x short stands	£60.00	Studio Spares
		12 x mic clips	£39.60	Studio Spares
	Mic Leads	10x 10m leads	£200.00	Studio Spares
		10x 5m leads	£160.00	Studio Spares
		5x 3m leads	£70.00	Studio Spares
	Power Distro	6x5m HO7 extensions	£42.00	Various
		6x4way 13 amp bars (black)	£126.00	Various
		<b>Sound Equipment Sub Total</b>	<b>£10,915.60</b>	
	<b>Labour to Install</b>		<b>£630.00</b>	<b>3 days</b>
		<b>Sub Total Room Equipment</b>	<b>£1,405.00</b>	
		<b>Sub Total Light ing Equipment</b>	<b>£9,393.00</b>	
		<b>Sound Equipment Sub Total</b>	<b>£10,915.60</b>	
		<b>Equipment Sub Total</b>	<b>£21,713.60</b>	Includes VAT
		<b>Currency Hedge</b>	<b>£4,342.72</b>	Most of this is imported
		<b>Equipment Total</b>	<b>£26,056.32</b>	
		<b>Install Labour Total</b>	<b>£1,890.00</b>	<b>£2,079.00</b>
		<b>Equipment &amp; Labour Total</b>	<b>£27,946.32</b>	
		<b>Cont ngency (assume 10%?)</b>	<b>£2,794.63</b>	
		<b>Project Grand Total</b>	<b>£30,740.95</b>	