

TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

CINEMA FOCUS GROUP

MINUTES OF A MEETING ON 6TH MAY 2020

Present: Alan Bates, Colin Campbell, Cllr. Mike Carter, Angela Chivers, Tom Evans (Chair), Cllr. Sue Ferguson, Claire Gilbert (Deputy Town Clerk), Chris Head, Elaine Mahoney, Carol Parkin, Nic Phillips, Bob Somerscales and Gill Topley.

1. **Videoconference Protocol.** Tom Evans reminded the Focus Group on the protocol for the meeting.
2. **Apologies.** Paul Hale and Fran Sharp. Barbara Lawrence and Wilfred Watters were absent.
3. **Minutes of Previous Meeting.** The minutes of the meeting held on 9th April 2020 were agreed with one minor change to Section 8: it should be 'Jan' Francis, not 'Ann'.
4. **Matters Arising.** None.
5. **Final Building Feasibility Study Review: Presentation to External Committee of Tenterden Town Council.**

Tom talked through presentation that will go to the Town Council's External Committee on 11th May 2020 and appropriate alterations were made.

Tom agreed to provide a shortened version of the presentation for pre-circulation to the Town Council before Monday night; mainly the first sections of the presentation.

Tom, Alan and Colin will attend the meeting on Monday; Tom will give the presentation with Alan and Colin available to answer questions.

6. **Tenterden Cinema Company Reports and Next Actions.**

- 6.1 Route Map and Future Planning. Tom reported that the Route Map had been revised and the 'past' has been removed from the map to allow room for the 'future' to be included. This will be a forever changing document. Tom expressed his thanks to Alan for his input on the Route Map.
- 6.2 Legal and Financial. Colin reported that the length of lease needs review and commented that this is not the right time to be talking to operators regarding investment, etc. Tom reported that we are going to need to review the legal structures once we have the funding structure and have also spoken to the Council.
- 6.3 Development of Operator Relations. Tom reported that after 11th May 2020 Council meeting we will send copies of the feasibility study and the draft Service Level Agreement to the operators and ask for their comments to open up discussions.

7. **Press and Community Relations.**

- 7.1 Nic reported that he had been talking to various people and had spoken to Tom Burke who is enthusiastic to help. Nic had also spoken to other celebrities as well, although they are cautious at present to be involved. Nic feels we will have enough endorsements to help when the time comes.
 - 7.2 Sue reported that she will be working with Carol Parkin on the website and social media after 11th May 2020 External Committee meeting. The first push will be the images from the full building feasibility study. Given the current situation with Covid-19, we need to tread carefully to avoid any negativity for the project.
 - 7.3 Carol reported that any communications with Homewood School have ground to a halt until at least the new school year.
 - 7.4 Tom asked about communications via the Kentish Express. Claire reported that Rachael Woods no longer works for the KE, but they are always looking for stories. It was agreed that Claire would include Tom in the production of the press release that will be produced on Tuesday, 12th May 2020.
- 8. Any Other Business.** None.
- 9. Date of Next Meeting.** To be confirmed.