



Brixham Town Council

First Floor, Brixham Town Hall,
New Road, Brixham, TQ5 8TA

01803 859678 info@brixhamtowncouncil.gov.uk

Town Clerk: Mrs Tracy Hallett

Report Number	30-2021	Date	30.04.21
Report Type	Public	Meeting	Town Hall Committee
Contact Officer	Simon Hiatt	Job Title	Admin Assistant
Report Title	General hire of the building and advertising		

Purpose of Report

To show what methods have been made in attracting hirers / tenants to the facilities available at Brixham Town Hall. To show current occupancy and vacancies.

Overview

Due to the COVID-19 pandemic the income received from the usual hirers of the Town Hall facilities has been greatly reduced. To try and encourage potential users an advertising campaign has been ongoing. A variety of advertising tools are being used to attract both new and past clients as well as showing potential hirers the many uses the Scala Hall could be used for.

Current Occupancy

Old Police House	
Office 1	Vacant Enquiry for 12 month tenancy received 19.04.21
Office 2	Occupied
Office 3	Occupied
Baker Room	Occupied

Town Hall	
Berry Room	Currently rented on an hourly basis for consultations & counselling. Enquiry for 12 month tenancy received 20.04.21
Function Room	Under lease to BDC (Mon-Fri 7am-5.30pm) Available for hire at other times
Furzeham Room	Available to hire as a meeting room A room for future Committee meetings
Conference Room	Being adjusted to an office, to be advertised April/May 21
Scala Hall	Available to hire with 5 bookings for 2021 confirmed

Adverts

With the Government roadmap in place and lockdown restrictions lifting, it is expected that events will start going ahead in 2021 and the Town Council started to promote the rooms and offices at the Town Hall continuously, giving additional ideas on what it could be used for.

The poster adverts have been mainly focused on suitable events for the Scala Hall but on social media in particular the individual rooms/offices within the Town Hall and Old Police House have been publicised.

Within the advertising posters it states that the Town Hall is:

- COVID safe with clean and sanitised rooms/offices
- Kitchen facilities
- Capacity under COVID
- Wi-Fi
- Centrally located in Brixham
- Ample public car parking and the bus station is close by

Advert	Where Advertised	Additional Exposure
<ul style="list-style-type: none">• Wedding Fair• Farmers Market• Exhibition• Craft Fair• Indoor Boot Fair• Office Rental• Birthday Parties	<ul style="list-style-type: none">• The Signal• Facebook• BTC Website• Twitter• Linkedin• Notice boards	<ul style="list-style-type: none">• Councillors Newsletter• Emails

Posters Used (Published in colour)

LOOKING FOR A VENUE TO HOLD A BIRTHDAY PARTY?

★ Scala Hall

★ Central Brixham location

A great venue with plenty of room!

KIDS PARTY

Call 01803 859678 for availability and prices
SCALA HALL, TOWN HALL, BRIXHAM, TQ5 8TA

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OFFICE SPACE FOR HIRE

Professional Offices & Meeting Space - Hot desking to variable private offices to conference facilities

BRIXHAM TOWN COUNCIL, TOWN HALL, NEW ROAD, BRIXHAM, TQ5 8TA

Rent Features:

- Private workspace
- Wi-Fi
- Tea/Coffee making facilities
- COVID-19 compliant
- Central Brixham location
- Access to meeting rooms (T&C's apply)
- Flexible hire terms
- Rates from £8 per hour

FOR MORE INFORMATION CALL **01803 859678** OR EMAIL: info@brixhamtowncouncil.gov.uk

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Wedding Fair Organiser

Looking for a venue for your 2021 event?

The Scala Hall set within Brixham Town Hall is the perfect venue

COVID safe with the capacity to hold up to 20 stalls/displays

Competitive rates of hire in a central Brixham location

Brixham Town Council, Town Hall, Brixham, TQ5 8TA

TEL: 01803 859678 EMAIL: info@brixhamtowncouncil.gov.uk

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looking to **HOLD A CRAFT FAIR?**

Need a venue in a central location?

Availability for 2021

The Scala Hall could be the perfect place for your event

Competitive rates of hire, call 01803 859678

Brixham Town Hall, New Road, Brixham, TQ5 8TA

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Do you run an indoor market or table top sale?

CAR BOOT SALE

Looking for a central indoor venue for your market, table top sale or perhaps a jumble sale?

The Scala Hall, Brixham Town Hall could be the perfect – COVID compliant and able to hold up to 30 stalls.

For information on availability, call 01803 859678 or email: info@brixhamtowncouncil.gov.uk

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BRIXHAM TOWN COUNCIL

Are you looking for a venue to hold your exhibition?

The Scala Hall at Brixham Town Hall could be the perfect venue, centrally located and plenty of parking close by

FOR FURTHER DETAILS INCLUDING AVAILABILITY FOR 2021 PLEASE CALL 01803 859678 OR EMAIL info@brixhamtowncouncil.gov.uk

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Would you like to hold a **FARMERS MARKET**

But can't find the right venue?

The Scala Hall at Brixham Town Hall is the right place!

Availability for 2021

COMPETITIVE RATES OF HIRE

For more information call 01803 859678 or email: info@brixhamtowncouncil.gov.uk
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Hirers

In addition to the above the Council has contacted previous hirers and encouraged them to return when safe. Where hirers have responded, the Council is giving them a 'peace of mind' guarantee that if they are not able to hold their event because of changes to Government restrictions, the Council will refund their hire charge.