

## **Proposal for Easter Activity at the Town Hall**

I would like to run an activity aimed at children in the Town Hall during the Easter holiday. The theme would be "Meet the Royals" capitalising on interest in the Royal Wedding in May. Children would be encouraged to find out about the Kings and Queens as represented in the Town Hall buildings using a "Bingo" board to help them navigate around the various rooms. Completed Bingo boards would be entered into a prize draw. All children would receive a small Easter treat for taking part.

Alongside this activity I would like to organize a competition for children in the local schools to paint/draw a portrait of a King/Queen running over the Easter holidays.

In order to generate interest I would like to go into local primary schools to promote the event and competition.

As Easter is early this year time is of the essence so would need to go ahead soon. I am happy to ring schools this week in order to arrange a time to go in.

There are a few options with regards to when the activity will be offered and the implications for staffing costs.

Option 1 - The Town Hall could be open every day for the duration of the Easter holidays i.e. from April 1<sup>st</sup> – April 13<sup>th</sup> incl.

Option 2 - The Town Hall could close on Sunday and open on Tuesday instead during the two weeks April 1<sup>st</sup> – April 13<sup>th</sup>.

### **Costing**

#### *Staffing:*

Option 1 would require 20 hours extra time for Curator + 40 hours extra for tea room assistant (i.e. Derek) Approx. cost £547

Option 2 would require 10 hours extra time for Curator + 40 hours extra for tea room assistant . Approx. cost £450

Also 2 extra hours required for promoting activity in local primary schools. Approx. cost £21

#### *Other:*

2 x prizes for competition and winning Bingo board - £30

Chocolate treats - £5

In house photocopying of posters (20) and competition flyers (300?) to take into schools.

Also, photocopying of "Bingo" boards(200)

I would welcome your views on this activity. I am constantly surprised at how many Bridgnorthians have never been up in the Town Hall and consider this to be a way to get people in and to raise awareness of what is inside the Town Hall.

*Julia*

13.03.2018