

Appendix C – Fees and Charges 2024/2025

Trinity Arts Centre Schedules (Comparison of 2023/2024 to 2024/2025)

The fees and charges schedule for Trinity Arts Centre has been amended for 2024/2025 to better suit the patterns of hire schedules the venue has accommodated over the past year. The new charges reflect the following:

| Fee | Rationale |
|-------------------------------|---|
| Mon to Thursday Rates | We have abandoned the cheaper early to mid-week hire rates due to them being in-effective. Originally created to encourage venue usage outside of our peak periods; we have learned that hiring groups prefer the peak periods. |
| Community vs Commercial | We have introduced two variable charging categories. Community is charged at cost price. Commercial is charged with an acceptable profit margin. |
| Performance Hire | The running of a performance is the most consistent periods of hire which is set at 5hrs. |
| Rehearsal/Get-in | Hiring groups have always requested variable rehearsal times. Having this time charged by the hour, allows for hiring groups to have a bespoke overall charge. |
| Cinema Hire | We have a number of hires that use the venue to present a lecture and require the use of the cinema equipment. Operating the cinema requires a different set up and staffing model to live performances and this fee reflects that. |
| Technical Programming Session | Many community groups try to fit technical programming into their tech rehearsal. This new charge allows the venue to work with the hirer outside of rehearsals to get a show pre-programmed. |
| Full Venue Hire | A number of groups have started to hire the full venue for their performances. This charge creates a package charge. |
| Full Production Week | This new charge is for hiring groups that wish to stage a production across a single week. |

The new schedule is not directly comparable to the previous schedule. Both schedules are provided below to allow for comparison.

Appendix C – Fees and Charges 2024/2025

Trinity Arts Centre Schedules (Comparison of 2023/2024 to 2024/2025)

PREVIOUS SCHEDULE APPROVED FOR 2023/2024

| Prosperous Communities Committee | | Trinity Arts Centre | | | | | | | | |
|---|----------------------------------|---------------------|--------|--------------------------------|---------|---------|---------|------------|-------------------------|----------|
| | | 2022/23 | | Proposed Increase / (Decrease) | | 2023/24 | | VAT Amount | 2023/24 Charge Inc. VAT | VAT Rate |
| | | £ | % Type | or £ | £ | £ | £ | £ | £ | |
| Theatre (rehearsal) (Mon-Thurs) | per hour | £58.50 | 0.0% | £0.00 | £58.50 | £0.00 | £58.50 | | X | |
| Theatre (rehearsal) (Mon-Thurs) | per half day | £192.50 | 0.0% | £0.00 | £192.50 | £0.00 | £192.50 | | X | |
| Theatre (rehearsal) (Mon-Thurs) | per full day | £300.00 | 0.0% | £0.00 | £300.00 | £0.00 | £300.00 | | X | |
| Theatre (rehearsal) (Fri-Sun) | per hour | £58.50 | 0.0% | £0.00 | £58.50 | £0.00 | £58.50 | | X | |
| Theatre (rehearsal) (Fri-Sun) | per half day | £231.00 | 0.0% | £0.00 | £231.00 | £0.00 | £231.00 | | X | |
| Theatre (rehearsal) (Fri-Sun) | per full day | £363.50 | 0.0% | £0.00 | £363.50 | £0.00 | £363.50 | | X | |
| Theatre (performance) (Mon-Thurs) | per hour | £69.50 | 0.0% | £0.00 | £69.50 | £0.00 | £69.50 | | X | |
| Theatre (performance) (Mon-Thurs) | per half day | £246.00 | 0.0% | £0.00 | £246.00 | £0.00 | £246.00 | | X | |
| Theatre (performance) (Mon-Thurs) | per full day | £401.50 | 0.0% | £0.00 | £401.50 | £0.00 | £401.50 | | X | |
| Theatre (performance) (Fri-Sun) | per hour | £69.50 | 0.0% | £0.00 | £69.50 | £0.00 | £69.50 | | X | |
| Theatre (performance) (Fri-Sun) | per half day | £294.50 | 0.0% | £0.00 | £294.50 | £0.00 | £294.50 | | X | |
| Theatre (performance) (Fri-Sun) | per full day | £481.50 | 0.0% | £0.00 | £481.50 | £0.00 | £481.50 | | X | |
| Room hire(Mon-Sat) (educational/charity) | per hour | £14.50 | 0.0% | £0.00 | £14.50 | £0.00 | £14.50 | | X | |
| Room hire(Mon-Sat) | per hour | £21.50 | 0.0% | £0.00 | £21.50 | £0.00 | £21.50 | | X | |
| Room Hire (Mon-Sat) | per half day | £72.00 | 0.0% | £0.00 | £72.00 | £0.00 | £72.00 | | X | |
| Room Hire (Mon-Sat) | per full day | £126.50 | 0.0% | £0.00 | £126.50 | £0.00 | £126.50 | | X | |
| Thomas Johnson Room (Mon-Sat) (educational/charity) | per hour | £8.50 | 0.0% | £0.00 | £8.50 | £0.00 | £8.50 | | X | |
| Thomas Johnson Room(Mon-Sat) | per hour | £12.50 | 0.0% | £0.00 | £12.50 | £0.00 | £12.50 | | X | |
| Thomas Johnson Room(Mon-Sat) | per half day | £55.00 | 0.0% | £0.00 | £55.00 | £0.00 | £55.00 | | X | |
| Thomas Johnson Room(Mon-Sat) | per full day | £65.00 | 0.0% | £0.00 | £65.00 | £0.00 | £65.00 | | X | |
| Duty Manager/Technician | per hour | £14.00 | 0.0% | £0.00 | £14.00 | £0.00 | £14.00 | | X | |
| Booking Fee (face to face / phone) | | £1.00 | 0.0% | £0.00 | £1.00 | £0.00 | £1.00 | | X | |
| Ticket insurance per ticket | £2 incl VAT | | | | | | | | S | |
| Film showings - adult | | £5.42 | 0.0% | £0.00 | £5.42 | £1.08 | £6.50 | | S | |
| Film showings - concessionary * | | £4.59 | 0.0% | £0.00 | £4.59 | £0.92 | £5.51 | | S | |
| Film showings - TAC member | 10% discount on eligible tickets | | | | | | | | S | |

Box office commission for community production hire agreements is 10%
 Box office commission for professional production hire agreements is 15%

* concessionary prices eligibility are school children, those on income support, senior citizens, students, those on disability allowance, Military id card and Blue light card

Appendix C – Fees and Charges 2024/2025

Trinity Arts Centre Schedules (Comparison of 2023/2024 to 2024/2025)

PROPOSED SCHEDULE FOR 2024/2025

| Prosperous Communities Committee | | Trinity Arts Centre | | | | | | | |
|---|--|---------------------|--------|--------------------------------|-----------|---------|------------|-------------------------|----------|
| | | 2023/24 | | Proposed Increase / (Decrease) | | 2024/25 | VAT Amount | 2024/25 Charge Inc. VAT | VAT Rate |
| | | £ | % Type | or £ | £ | £ | £ | £ | |
| Space Hire | | | | | | | | | |
| Community - Theatre Hire - Performance | Up to 5hrs access (includes: 1 x Technician, 1 x Duty Manager, FOH Staff, Marketing) | £0.00 | 0.0% | £0.00 | £425.00 | £85.00 | £510.00 | S | |
| Community - Theatre Hire - Rehearsal/Get - in | Per hour (includes Technician) | £0.00 | 0.0% | £0.00 | £55.00 | £11.00 | £66.00 | S | |
| Community - Theatre Hire - Room only | Per hour | £0.00 | 0.0% | £0.00 | £44.50 | £8.90 | £53.40 | X | |
| Commercial - Theatre Hire - Performance | up to 5hrs access (includes: 1 x Technician, 1 x Duty Manager, FOH Staff, Marketing) | £0.00 | 0.0% | £0.00 | £552.50 | £110.50 | £663.00 | S | |
| Commercial - Theatre Hire - Rehearsal/Get - in | Per hour (includes Technician) | £0.00 | 0.0% | £0.00 | £71.50 | £14.30 | £85.80 | S | |
| Commercial - Theatre Hire - Room only | Per hour | £0.00 | 0.0% | £0.00 | £58.00 | £11.60 | £69.60 | X | |
| Community - Cinema Hire - Presentation/Lecture | up to 5hrs Access (include Duty Manager) | £0.00 | 0.0% | £0.00 | £192.50 | £38.50 | £231.00 | S | |
| Commercial - Cinema Hire - Presentation/Lecture | up to 5hrs Access (include Duty Manager) | £0.00 | 0.0% | £0.00 | £250.00 | £50.00 | £300.00 | S | |
| Community - Ancillary Room Hire only | Per hour | £0.00 | 0.0% | £0.00 | £15.00 | £3.00 | £18.00 | X | |
| Commercial - Ancillary Room Hire only | Per hour | £0.00 | 0.0% | £0.00 | £23.00 | £4.60 | £27.60 | X | |
| Services | | | | | | | | | |
| Community - Ticketing Service Charge | Per ticket | £0.00 | 0.0% | £0.00 | £1.00 | £0.20 | £1.20 | S | |
| Commercial - Ticketing Service Charge | Per ticket | £0.00 | 0.0% | £0.00 | £1.46 | £0.29 | £1.75 | S | |
| Additional Staffing Charge | Per person /per hour | £0.00 | 0.0% | £0.00 | £20.00 | £4.00 | £24.00 | S | |
| Technical Programming Session | up to 5hrs time with Technician | £0.00 | 0.0% | £0.00 | £125.00 | £25.00 | £150.00 | S | |
| Packages | | | | | | | | | |
| Community - Full Venue Hire - Performance | up to 5hrs access to full venue (including Technician) | £0.00 | 0.0% | £0.00 | £575.00 | £115.00 | £690.00 | S | |
| Community - Full Venue Hire - Rehearsal/Get-in | Per Hour | £0.00 | 0.0% | £0.00 | £85.00 | £17.00 | £102.00 | S | |
| Community - Theatre Hire - Presentation/Lecture | up to 5hrs access to full venue (including Duty Manager) | £0.00 | 0.0% | £0.00 | £342.50 | £68.50 | £411.00 | S | |
| Commercial - Full Venue Hire - Performance | up to 5hrs access to full venue (including Technician) | £0.00 | 0.0% | £0.00 | £828.50 | £165.70 | £994.20 | S | |
| Commercial - Full Venue Hire - Rehearsal/Get-in | Per Hour | £0.00 | 0.0% | £0.00 | £126.70 | £25.34 | £152.04 | S | |
| Commercial - Theatre Hire - Presentation/Lecture | up to 5hrs access to full venue (including Duty Manager) | £0.00 | 0.0% | £0.00 | £526.00 | £105.20 | £631.20 | S | |
| Catering Essentials Package | Per delegate/Per day (includes Selection of tea, coffee, water and cordial provided during hire) | £0.00 | 0.0% | £0.00 | £1.25 | £0.25 | £1.50 | S | |
| Community - Full Production Week | up to 15hrs for Rehearsal/get in/get out/dress and 4days up to 5hrs per day for Performance | £0.00 | 0.0% | £0.00 | £2,525.00 | £505.00 | £3,030.00 | S | |
| Cinema | | | | | | | | | |
| Films cost *there will also be an additional cost of £1 booking fee per ticket | | £0.00 | 0.0% | £0.00 | £2.49 | £0.50 | £2.99 | S | |
| Quad Film Ticket (4 people) ** there will be also be an additional charge of £4 booking fee | | £0.00 | 0.0% | £0.00 | £6.67 | £1.33 | £8.00 | S | |
| Booking Fee (face to face / phone) | | £1.00 | 0.0% | £0.00 | £1.00 | £0.00 | £1.00 | X | |
| Ticket insurance per ticket | £2 incl VAT | £1.67 | 0.0% | £0.00 | £1.67 | £0.33 | £2.00 | S | |

* concessionary prices eligibility are school children, those on income support, senior citizens, students, those on disability allowance, Military id card and Blue light card