

# Middle Child Theatre Company - Use of Venue

## About Middle Child

Middle Child's home is The Darley's Arms, on the Thornton Estate in Hull. The building was formerly a pub and is owned by the Goodwin Development Trust, who remain one of Middle Child's most important supporters and partners. From 2018 Middle Child will have exclusive use of the entire building, with the intention of turning it into a creative hub for artists and residents living in Hull; tailoring its use to the needs of the local creative community.

The address is: The Darley's Arms, Porter Street, Hull, HU1 2JE

The building's core opening hours from April 2018 are Monday - Friday, 10am - 5pm, excluding bank holidays. However access outside of these hours is available upon request and where possible.

Security for the building is provided by Scamp Security, which includes an alarm system, CCTV and an immediate response to any alarm triggers.

## Facilities

The building includes:

### Outside

- Private parking for five cars

### Ground floor

- Middle Child office
- Theatre library
- Open plan hot desking area
- Performance space/stage
- Hot drink facilities
- Toilets x2

### First Floor:

- Rehearsal room
- Costume Store
- Green room, including microwave and hot drink facilities
- Toilets x2

*Coming soon:*

- *Meeting room*
- *Opportunity for an associate company to have their own private office*

- *Private Hot Desks for 5 people*

In March 2018, a consultation was held with local artists in order to set the information outlined below. All prices set are either equal to or less than what these artists recommended as a fair cost of use.

## **How the building will be used**

### **Middle Child activity**

Darley's is Middle Child's permanent home. As such, its core team work here Monday to Friday, 10am-5pm, along with some evening and weekend work.

Additionally the company uses the rehearsal room, storage spaces, green room and meeting room on a regular basis, while company members and associate artists also have access to the building and its facilities.

### **Theatre library**

The Middle Child theatre library is free to use for any person living and/or working in Hull. Our opening hours are Monday to Friday, 10am-5pm. However if you require access out of these hours please contact [library@middlechildtheatre.co.uk](mailto:library@middlechildtheatre.co.uk) and arrangements will be made.

To find out more about the library, please visit [www.middlechildtheatre.co.uk/theatre-library](http://www.middlechildtheatre.co.uk/theatre-library)

### **Reverb**

Darley's will be used to host activities associated with our artist development programme, Reverb. This will include:

- Acting Gym: use of the ground floor performance area and first floor rehearsal room
- Actor Coffee mornings: use of the ground floor open plan area
- Writer Residencies: use of the first floor rehearsal room
- Lock In: use of the full building
- Writer's Group: use of the first floor rehearsal room
- New Critic's Programme: use of the first floor rehearsal room

For more information on the Reverb programme, please visit [www.middlechildtheatre.co.uk/artist-development](http://www.middlechildtheatre.co.uk/artist-development)

## **Who can use the building - and how**

### **Hot desking**

Hot desking is available for any local artist wishing to pop down with their laptop and work. We have space for 10 hot deskers on the ground floor and five on the first floor.

Hot desking on the ground floor is free for infrequent users i.e. one day a week on average. The space accessible is downstairs. We cannot guarantee that a desk will be available at all times. Use of the internet is included. Hours of use are the building's core hours.

The cost of a guaranteed hot desking space is £40 a month. This includes desk space - either on the ground floor or, coming soon in 2018, on the first floor - plus use of the internet, green room and hot drink facilities. Hours of use are unlimited between Monday and Friday, 10am to 5pm

In all cases, payment will be due one month in advance via BACS transfer. Users may opt out at any point and a week's trial is available upon request. In order to ensure that as many users are given the chance to use the space as possible.

For any questions, to view the space or to sign up, please contact [emily@middlechildtheatre.co.uk](mailto:emily@middlechildtheatre.co.uk).

### **Rehearsal space**

Our rehearsal room is available to book for companies in need of rehearsal space. Prices are as follows:

- £25 a day, from Monday to Friday, 10am - 5pm
- £35 a day, where access is required outside of Middle Child business hours.
- £100 a week, from Monday to Friday, 10am - 5pm
- £125 a week, where access is required outside of Middle Child business hours.

All packages above include use of the green room.

For any questions, to view the space or to sign up, please contact [emily@middlechildtheatre.co.uk](mailto:emily@middlechildtheatre.co.uk).

### **In-house companies (coming soon)**

We have space for one in-house company or collective once the upstairs offices and meeting room open in 2018. Access will include:

- Exclusive use of one private office on the first floor. Room for up to five people, plus filing space. Internet and electricity included.
- Use of the first floor meeting room when available.
- Use of the green room, including microwave and hot drink facilities.
- Access to above Monday to Sunday, 8am - 10pm. A key will be provided.

The cost of use is £125 a month. Payment will be due one month in advance via BACS transfer and users may opt out at any point. In order to ensure as many users are given the chance to use the space as possible, places will be assigned for no longer than one year.

For any questions, to view the spaces or to sign up, please contact [emily@middlechildtheatre.co.uk](mailto:emily@middlechildtheatre.co.uk).

## **Other information**

### **Parking**

There is limited space in the Middle Child car park and priority is given to Middle Child staff. Where possible, we will facilitate other users of the car park. Additionally, on street parking is available for up to two hours outside the building or free after 6pm.

### **Security charges**

For any building user who is accessing the space outside of the core Middle Child hours, they will primarily be responsible for the shut-down of the building, including turning all lights off, locking all doors and setting the alarm.

In an instance where the shut down procedures are not followed correctly and Scamp Security are consequently put on a call out, the user will be responsible for this call out charge (£50). If shut-down procedures are followed correctly, this will be avoided.

### **Hot drink facilities**

For any building user allowed access to hot drink facilities, this will include unlimited tea and coffee during your time in the building. This will be provided by Middle Child.

### **Room bookings**

For any building user who has access to the meeting room, bookings will be managed centrally through Middle Child.

Rehearsal room bookings can be made for individual days, or block booking of weeks. Please note that any Middle Child activity will take priority. However, we anticipate the rehearsal room being available for use for around 50% of any given year.

### **Props/costume/technical equipment**

Middle Child has a small collection of props, costumes and technical equipment. Whilst no building user package will automatically include the use of any item, Middle Child will be happy to lend any item when available to use.

Please note, any individual or organisation using Middle Child equipment is responsible for its return in the condition in which it was first used.

### **Upkeep**

Middle Child will be primarily responsible for the upkeep and safe use of its building. However we do ask that any building user is mindful of other users and ensures that any space used is kept clean, tidy and left as it was found.

## **Working zones**

The ground floor is an open and social space. Hot desking space will be available here, but if a quieter working environment is required, an office on the first floor (opening 2018) will be reserved for use by hot deskers.

## **Selection**

Hot desking, in-house company and rehearsal room bookings will be allocated at the discretion of Middle Child.

All expressions of interest should be sent to Middle Child's general manager Emily Anderton, on [emily@middlechildtheatre.co.uk](mailto:emily@middlechildtheatre.co.uk).

Alternatively, please pop down to Darley's at any point to have a chat and a cup of tea.

## **Open door policy**

Middle Child operates an open door policy. This means that if you don't want to sign up to a formal agreement, but would like to pop down for a chat, a look round or use of the library, you will always be welcomed. This is the community's building, not Middle Child's alone.

If you would like to have a chat with a specific member of the Middle Child team, please go to [www.middlechildtheatre.co.uk/contact](http://www.middlechildtheatre.co.uk/contact) and book a meeting via email.