

Ilminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday, 16th August, 2021

	<i>Action</i>
<p>1. <u>Attendance 7.30pm</u></p> <p>Present: Malcolm Young, Chris Williamson, Jaqueline Wanstall, Brian Perkins, Charlie Carrington, Peter Schofield, Dave Goodall, Nicola Griggs</p> <p>Apologies: Heidi Morgan. MY to confirm with Gaye Phillips if she wishes to stand down.</p>	MY
<p>2. <u>Minutes of meeting of Monday, July 19th, 2021</u> The Minutes were previously agreed, signed and uploaded to the Website.</p> <p>Matters arising:</p> <p>a) the First Aid course was good, but 3 non-attendees. Certificates issued. JW to chase IAC's invoice for 2 booked places, though only one person attended, who has not been sent her certificate yet.</p> <p>b) MY looking into a defibrillator compatible with ones in the town. Price range - £800-£1100 plus VAT. MY to contact Helena at football Club to ask if the Defibrillator Group are still offering assistance.</p>	JW MY
<p>3. <u>Youth Theatre (LD):</u></p> <p>-MY circulated LD's '20-'21 timetable. The Summer School was successful and finished with a show in front of a family audience. 8 children took part in the Arts Awards and they will continue on to the Explorer level.</p> <p>-Bronze Award May be given a project to review Tom's Midnight Garden.</p> <p>-Two proposed future productions: "Play On" in March to include adults and a one-act play "The Wind May Blow".</p> <p>-MY thanked LD for all her hard work to date with YT.</p>	
<p>4. <u>Treasurer's Report (JW):</u></p> <p>July's Figures- The main income for July has been the 100 Club, the Old Bakery Appeal, One Act Competition fundraising and Theatre Hire. Our main expense has been the front of House, restocking and the First Aid Course.</p> <p>End of Financial Year- the process of closing the books on our last financial year, which ended on 31st July, is underway. All the paperwork is now with our accountant, so we are now in a position to lock in an AGM date for September. With regards to our performance, financially, for the last year, this will be gone into detail at the AGM. As an overview, we are down £28,000 on income, due to being closed.</p>	

<p>Team Changes- as we are now in the new financial year, Chris has taken over as Treasurer, with Jacq as the Assistant Treasurer. The Trustees approved the change.</p>	
<p>5. AGM: -The date is set for 30th September. As MY and HM are stepping down the Trustees will need to fill 6 vacancies, 5 staying on. It was suggested LD join to represent YT, MY to ask her. Discussion on amalgamating FOH and bar as Sam and Tuff emigrating. A new member and ex-publican wants to get involved and this will be followed up. -MY briefly went through his AGM report and will circulate by email for comments. -Tone Clusters came second in the All England finals, congratulations to the team. CC to take a photo off his video for publicity. -CW to share invites with NG.</p>	<p>MY MY CC CW</p>
<p>6. Bar Renovations (PS): Decisions needed on decoration and lighting, which has cost implications. Money is available for lights. Trustees agreed that the Wednesday Group should make decisions. DG to obtain prices and get back to Trustees with findings.</p>	<p>DG</p>
<p>7. Housekeeper (NG): NG reported there were only 2 applicants. Nicola Liddiatt submitted a very good reference and has been offered the post on a 6 month trial. Discussion on start date; our preference for Wednesday or Thursday prior to Bronte performance on 17th Sept. CC to write a job description. BP to hand over keys to her on the Wednesday if applicable.</p>	<p>CC BP</p>
<p>8. Programme Committee Report (CW): -All good news with Tone Clusters' All England result. £420 in donations was shared out and Ken Cooper donated the cost of the accommodation, CC to ask if Gift Aid could be claimed from this. A special thanks to Ken for his generosity and Tone Clusters to organise to Ken of thanks from them. -Irene's play is cast and with some new actors. -Date for Tom's Midnight Garden is 9th & 10th, auditions on 14th & 16th. -CW proposed a September newsletter, MY volunteered to do this issue and would include fundraising news. LD has written about Summer School. Deadline for articles 1st September. -Membership renewals going out from DG too.</p>	<p>CC MY</p>
<p>9. Old Bakery: -MY reported material costs have sky rocketed but builder thinks these will drop again before long. £145k shortfall for works so MY continuing to submit more grant applications. MY to meet Wednesday group at 11am this week to discuss. -Ashcombe Court wall now completed and Peartree invoice of £950+vat is paid.</p>	<p>MY MY</p>

<p>9. AOB:</p> <ul style="list-style-type: none"> -DG asked if we are a Charitable Incorporated Organisation as other theatres are switching. We are a Ltd Company and CC replied that switching over is a complicated business. -Recycling: we don't have anything set up, Tuff is going so bottles as well as cardboard and plastic need collecting. Need to look at monthly contract. -CC reported that Joe is coming back to do the roof and will chase him up. -Little Theatre Guild asked us to carry out an online Covid survey. Discussion on a new ventilation system, which is quite expensive-possible legislation coming in so will discuss again. -Summer Picnic: CC reported a good turnout and good weather. A special thanks to Sally and CC from Trustees. -CW: Working Party needed for a Spring Clean for doors, bannisters, paint touch ups, etc. Date set for weekend of 10 & 11 September. DG & CC to write up a job list. -MY's Trustee time is up but he would like to see the Old Bakery project through and would be willing to continue with theatre hire and show contracts. Will sort out after Trustees are appointed at AGM. -DG mentioned Pantomime have not confirmed a January date yet. Cinderella was well attended and made good money. Bethany's Bronte play will be the first performance in the UK. 	CC
<p>Next Meeting: Monday, 13th September.</p>	
<p>The Meeting closed at: 8.50pm</p>	