

Ilminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday, 12th April, 2021

	<i>Action</i>
<p>1. Attendance 7.30pm Meeting took place via Zoom video conferencing at 7.30pm</p> <p>Present: Malcolm Young, Chris Williamson, Jaqueline Wanstall, Heidi Morgan, Brian Perkins, Charlie Carrington, Peter Schofield, Lyn Lockyer, Nicola Griggs, Lucy Driver</p> <p>Apologies: Dave Goodall and Gaye Phillips</p>	
<p>2.YT proposals, Lucy Driver: LD' s proposal for Discover and Explore Arts Award had been circulated and Trustees discussed this at length. It was agreed that LD would trial Discover Level 1 on Saturday afternoons in the summer and if successful continue in Autumn term. It will also be aimed at non-YT children to encourage them to get involved in all aspects of theatre. Costs to IES are minimal. LD to email HM with article for newspaper.</p> <p>Also Trustees discussed LD's proposal for a week long YT summer club that could make a little profit for IES and promote the Theatre. Dates were considered. LD to draft document with costings etc and circulate. Bar works will not be affected. Friday night and Saturday YT dates will remain as is and a resumption after Easter had previously been agreed.</p>	<p>LD</p> <p>LD</p>
<p>3.Minutes of meeting of 2021 The Minutes were agreed, signed and uploaded to Website prior to meeting.</p> <p>Matters arising:</p> <ol style="list-style-type: none">Trustees were happy to adopt Programme Committee Terms of Reference.Tone Clusters: BP confirmed date of quarter final for All England Drama Club is 28th June at Merlin Theatre.	
<p>4. Roof Repairs: CC - roof repairs to be finished this week and emergency exit has been cleared. Asbestos still to be removed. CC happy with job done. MY thanked CC and BP for managing repairs.</p>	

<p>5. <u>Treasurer's Report:</u> JW: P&L - income from 100 Club and Membership fee, general bills going out. Arts Society Neroche South Somerset is closing down and are donating £700 to us specifically for a YT production via Julie Fowler.</p> <p>Barry Welsh is happy to be on team but not take on overall responsibility. He will take Kayleigh's place for the 2-signatory online banking process and pay in FOH & Harriman's cash. JW thanked Kayleigh, who is stepping down.</p> <p>After private discussion CW is willing to step up to the Treasurer's role with JW to assistant him should there be no other proposals. BW will be the third assistant and a 4th will be sought so team can rotate through roles on a yearly basis. BP offered to help with banking cash.</p>	
<p>6. <u>Programme Committee Report:</u> CW confirmed Xmas show. There will probably only be one other show in the autumn as there is a director shortage but CW hoping to have a strong proposal for the autumn at next meeting.</p> <p>MY: checked with CW that the performance rights for Tom's Midnight Garden have been applied for. CW to do this week.</p> <p>MY: Greenfield has still not confirmed July dates. Bethany Goodman pushing for 17 September date and asking how ticket sales will be organised. Sales should be through normal channels but are still subject to reopening in June.</p> <p>MY: Literary Festival produced a Covid-19 Safety Charter asking Festival venues to commit to this (which will be circulated to Trustees by email). Restrictions may be lifted by November but Trustees felt if they want to impose conditions they should provide own volunteers or change venue.</p>	<p>CW</p> <p>MY/HM</p>
<p>7. <u>AOB:</u> MY has two grant application ready to send, one for the SSDC Government Restart Grant, worth £8K, the 2nd for The Corona Recovery Fund which requires all Trustees' names and addresses CW to send MY the list.</p> <p>An extra £3k had been agreed for Bar renovations, overall £8k, £4.5 already spent. MY has more Grant applications to do and has assessed Bar and Roof works have cost £14.5k in maintenance so far.</p> <p>CW & DG still adding programmes and old photos on the website. CW has received enquiries from members wanting to help with re-opening works and asked Trustees to think about works list for the summer.</p>	<p>CW</p> <p>MY</p> <p>All</p>

<p>CW also mentioned the need to meet and discuss the succession for all aspects of theatre, eg. Box office at Harriman's, possibly do in small sub committees that report back to Trustees.</p> <p>CC: Little Theatre Guild sent out document called Protect Duty Consultation, advising that theatres etc need risk assessments in case of Terrorist attacks. CC will ask to see their Safety Risk Cost Analysis and advise them the risk to provincial town theatres is almost non-existent and they should not be expected to bear this cost.</p>	<p>CC</p>
<p>Next Meeting: Monday 10th May, 2021</p>	
<p>The Meeting closed at: 8.47pm</p>	