

Ilminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Monday, 13th September, 2021

	<i>Action</i>
<p>1. <u>Attendance 7.30pm</u></p> <p>Present: Malcolm Young, Chris Williamson, Brian Perkins, Charlie Carrington, Peter Schofield, Dave Goodall, Nicola Griggs</p> <p>Apologies: Heidi Morgan, Jaqueline Wanstall</p>	
<p>2. <u>Minutes of meeting of Monday, 16th August, 2021</u> The Minutes were agreed, signed and uploaded to Website.</p> <p>Matters arising:</p> <p>a) Bar Renovations: PS reported the plumber is meeting him to discuss works and the bar is functional. The old bar area has lighting. Now working on plans to light the main bar and then decide colour scheme.</p> <p>b) MY has not succeeded in contacting Helena for advice. After discussion the Trustees agreed to purchase a Defibrillator, decide on convenient location, and then raise funds for it.</p> <p>c) Old Bakery: MY still applying for grants, has completed first stage for National Lottery: Garfield have agreed to extend £20k grant deadline to 20th October, 2022 but we need to raise £123,625.00. MY has contacted a possible project manager and shown him around the Old Bakery. Ian Pamplin is providing detailed new plans. £2k +VAT was put aside for services but could be halved (and still include road directions and neighbour letter drop). One of YT children's fathers is a plumber, so might be approached for advice/help.</p> <p>d) Housekeeping: NG reported that Nicola Liddiatt will start on Wednesday 15th and BP will hand over keys. She will organise her own days but come in for productions. Spring cleaning carried out by small group on 11th. NG to email JW about ordering toilet rolls.</p>	<p style="text-align: right;">WED</p> <p style="text-align: right;">ALL</p> <p style="text-align: right;">MY</p> <p style="text-align: right;">BP</p> <p style="text-align: right;">NG</p>
<p>3. Youth Theatre Report:</p> <p>MY: Encore Group has a play reading tonight. We are eligible for the maximum Grant of £1500 to fund the Arts Award courses.</p> <p>LD is looking at the possibility of entering a Youth Theatre One-Act Play into a National Theatre Festival being held at the Bristol Old Vic in April 2022. There is a cost of £500 but we have been offered a grant of £200 and the Neroche Arts Society grant would cover the balance.</p> <p>CW: majority of memberships and fees have been coming in this week and only 2 places available.</p>	<p>LD</p>

<p>3. <u>Treasurer's Report (CW):</u> CW sent out reports today. Receipts being entered into Quickbooks now so any received to be sent by email to CW. TAGS also set up to give separate reports for each production. August: Donations for Bridlington Hotel costs now Gift Aided. Sept: CW has changed Gift Aid so it comes in the same year it applies to. JW tying up all loose ends for AGM. Card Machine and till organisation will be ready for AGM and CW will announce on Facebook but <i>Bronte</i> will have to be cash only. BP asked for more money in the budget - CW & JW will set up and hope by Xmas will be able to forecast for Old Bakery etc. Barry will use <i>Titfield</i> as the proper handover for all cash transacting. MY - LD ordered T-shirts and MY queried who pays for them. Only 2 purchased so far so will offer for sale at AGM, as well as Louise's green bags. BP suggested a new or revised Warehouse logo for letterheads etc. This could be done in conjunction with YT.</p>	<p>ALL</p> <p>CW</p> <p>CW, JW</p>
<p>4. <u>AGM:</u> George Montague has nominated LD who has agreed to the nomination. No others yet. CW will put Trustee information on Facebook. AGM to take place in Auditorium, then Bar afterwards.</p>	<p>CW</p>
<p>5. <u>Programme Committee Report (CW):</u> CW trying to find members for this too. Next meeting 20 September at 7pm when they hope to confirm One-Acts and pin down April & June. <i>Around The World in 80 days</i> has been offered and MY has provisionally booked it for 20th January on a 70/30 Box Office basis.</p>	
<p>6. <u>Ticket Price Increase:</u> DG stated the last increase was 2017. Discussion over timing and potential affect on bookings but agreement reached to increase Adults to £12 in January 2022 with child price increased to £6 now. Comedy Night already set at £12.</p>	
<p>7. <u>Rep for Little Theatre Guild:</u> CW mentioned LL is happy to continue as Rep as well as be a member. Trustees happy with this.</p>	
<p>8. <u>100 Club (NG):</u> NG stated that Bethany has been asked to draw the winners on Friday. Agreement to do so at the end of her show. Wednesday Group to look for drum. CW suggested numbers on ping pong balls for future draws.</p>	<p>WED</p>

<p>9. AOB: MY mentioned Dyer’s shop is now sold and Rosa Dyer owns long picture window so has offered it to us for display whenever we want it. Discussion on banners and costs etc. Needs publicity and planning, we need publicity manager still. MY advised by HM that there is no ice cream stock but is happy to buy 20 from Grocer and will bring along on Friday. MY queried location of umbrella stand - BP advised it’s in the roof and, in his opinion, not suitable for the foyer. ‘Vanished’ mirror will be put up by Wed group. CC said Ladies toilets looking shabby. Wednesday Group to look at painting over vinyl wallpaper. CW reported JW updating Business Plan now for AGM, no major changes, and trying to creat Action Plan for longer term goals, ie toilets/coffee bar. CW asked if we are going ahead with Banners? Possibly one generic one for Theatre not for each production. DG to check prices, sizes and design mock-up. BP Sam and Tuff getting close to 6 months notice period and now on holiday for two weeks. It was agreed to arrange a thank you for them and suggestions requested by email. CW thanked MY for everything he has done over the past six years as this is his last Committee Meeting. MY accepted and thanked back and will keep in touch with the Committee.</p>	<p>MY WED WED JW DG ALL</p>
<p>Next Meeting: Monday, 11th October, 2021</p>	
<p>The Meeting closed at: 8.35pm</p>	