

<p style="text-align: center;"><b>ILMINSTER ENTERTAINMENTS SOCIETY LIMITED</b>  <b>MINUTES OF TRUSTEES' MEETING – 09 OCTOBER 2023 at 7.30pm</b></p>	<p style="text-align: center;"><b>Action</b></p>
<p><b>Present:</b> Lucy Driver, Dave Goodall, Brian Perkins, Rodney Barge, Malcolm Young, Nicola Griggs, Claire Curtis, Lucy Bunyan, Krissie Issac</p> <p><b>Apologies:</b> Guiseppina de Novelis</p>	
<p><b>1. Minutes of meeting of 11 September 2023</b> were/weren't approved.</p>	
<p><b>2. Matters Arising:</b></p> <p>a. Election of officers (CC- Secretary), (Chair- Lucy Driver), (Malcom Driver- Vice Chair) (Lucy Bunyan- Treasurer) (Cathrine Grice- Safeguarding Officer- potential to be co-opted to Trustee)</p> <p>b. Honorary memberships- suggestion that she is contacted officially. Suggestion that MY mentions Celia in the newsletter. LB to find contact details and CC to write her a letter to notify her.</p>	<p>MY</p> <p>LB</p> <p>CC</p>
<p><b>3. Treasurer's report</b> as circulated from Chris Williamson.</p> <p>All happy- LB will be taking over the membership role from Chris.</p>	
<p><b>4. Programme Committee</b></p> <ul style="list-style-type: none"> <li>• Pantomime is underway.</li> <li>• Ashley has a few days for his production in February however cast list not provided. Open evening 01/11 then workshop audition 05/11</li> <li>• 3 seats left for Abba.</li> <li>• 3 schools booked for next year.</li> <li>• Another dance show.</li> <li>• Ukulele club and community choir (proceeds to the theatre)</li> <li>• Somerset Opera</li> <li>• Rain or Shine- Importance of Being Ernest</li> <li>• Both the mediums from this year have rebooked</li> </ul> <p>Question re whether we have kept August free for work and maintenance- decision made to not book anything in in August. Next meeting 30/10/23 7.30 pm</p>	
<p><b>5. Front of house</b></p> <p>Open evening great success with good turnout. Big thanks to G. Unsure about whether any new volunteers</p>	
<p><b>5. Youth Theatre Update</b></p> <p><b>Kate Livingstone now coming along as a musical</b></p>	
<p><b>6. Publicity:</b></p> <p>Comedy evening needs pushing. Claire will chair it. Nicola will be Secretary. Vern will offer to do leaflet drop.</p>	

<p>CC to set up a meeting.</p> <p>Games Afoot needs a push- window is done, however A4 posters need adding around town.</p> <p>Question about whether we need another 8 by 2 banners. 4 banners = £100</p> <p>Idea about buying a flag for the front of the theatre.</p> <p>Press releases- costs from Steve Snowden (Ilminster Press). CC to look at what's going in.</p> <p>Question re 3<sup>rd</sup> parties and hiring the theatre- is it part of the price of hiring the theatre? Ans: it is however there is an option to opt out of that cost.</p> <p>Can Phil at the Hardware Shop sell tickets yet? LD to talk to Phil on his return from holiday</p>	<p>CC</p> <p>CC</p> <p>LD</p>
<p><b>7. Fundraising:</b></p> <p>Pat the Cow- guess it's birthday. G has been given a calendar. 25p/ date or 5 dates for £1. Idea that they are sold by FOH. Idea that it is drawn on the last night of the panto. Thanks to Hannah Knight.</p> <p>No grants underway</p> <p>Committee hasn't met for a while- suggestion that a bigger fundraiser is organised for lighting.</p>	
<p><b>8. 100 Club Draw:</b></p> <p>100 club- now only 36 members. Suggestion that we close it at the end of the year. Latest draw completed.</p> <p>Dave taking it off the website now with final draw at Christmas.</p>	<p>DG</p>
<p><b>9. AOB</b></p> <p><b>Krissie:</b></p> <ul style="list-style-type: none"> <li>• Scenery- they want it back. Dave organising for it back on 26/10</li> <li>• Question re when the Studio will be open- apparently not for a while yet.</li> <li>• Sonia requested that furs are sold from the wardrobe so Krissie will be inviting the vintage shop to come and bid on them.</li> </ul> <p>Dave:</p> <ul style="list-style-type: none"> <li>• Abba's Angels- decision made to remove the wheelchair seats and make them available.</li> <li>• Question re whether Vern has done the Licensee exam.</li> <li>• Question re how the Ilminster Belle's pay for their tickets (16 tickets)- answer to send to the treasurer.</li> </ul> <p>Lucy D:</p> <ul style="list-style-type: none"> <li>• Message from Catherine- needs 2 applicants of trustees that have been for the last 2 years, so Lucy and Dave's names will be on the form for renewal.</li> </ul>	

<ul style="list-style-type: none"> <li>• Addition to the chaperone license- they are requesting confirmation if we are doing safeguarding training. NSPCC do the online training course (10 people- £22.50/pp) and they then run a safeguarding evening. This would be renewed each year. Committee happy for this to go ahead.</li> <li>• Also need a first aider for all rehearsals and performances where there are children involved. Committee happy for this to go ahead. Don't know whether anyone who attended the last course still volunteer.</li> <li>• Question about whether anyone checks the first aid boxes. Suggestion that someone takes this on- Rodney agreed to do it.</li> <li>• Request that someone asks Nicky to clean the piano.</li> <li>• Thanks to Nicola for her time and effort as Secretary</li> </ul>	RB
<p>Malcolm:</p> <ul style="list-style-type: none"> <li>• Really sorry that Charlie has left the committee. Not sure how much he has resigned from and whether we need to put someone into the Health and Safety officer role. Suggestion that we ask if he wants to continue to be Health and Safety officer.</li> </ul>	LD
<p>Nicola:</p> <ul style="list-style-type: none"> <li>• Suggestion that Nicky the cleaner has a bit of a pay-rise. Committee happy to grant her a pay rise.</li> </ul>	
<p>Lucy B:</p> <ul style="list-style-type: none"> <li>• Question about whether the membership for youth theatre is compulsory? The answer is yes. Question re why? Required for all those that perform, and the answer is that it goes towards the running cost of the theatre.</li> <li>• Question re what the membership is about- no 'perks' to being the membership-upkeep of the theatre, updates etc.</li> <li>• Question re whether there would be benefit for us to be a limited company.</li> </ul>	
<p style="text-align: center;"><b>The meeting closed at 20.45 pm.</b>  <b>NEXT MEETING:</b> Monday 13<sup>th</sup> November 2023 at 7.30pm</p>	