

Ilminster Entertainments Society Ltd

**Minutes of Trustees Committee Meeting:
Monday, 12th December, 2022, 7.30pm**

	<i>Action</i>
<p>1. <u>Attendance:</u></p> <p>Present: Charlie Carrington, Dave Goodall, Brian Perkins, Nicola Griggs, Lucy Driver, Maddie Lowe, Malcolm Young, Verne Dunkley</p> <p>Apologies: Rodney Barge, Claire Curtis</p>	
<p>2. <u>Minutes of meeting of Monday, 14th November, 2022</u> The Minutes were agreed, signed and will be uploaded to Website.</p> <p>Matters arising:</p> <p>a) CCC advised the kitchen hole is still to be rectified.</p> <p>b) Yearly child licenses are in operation - Catherine is already using it.</p> <p>c) Timeline needs to be put into practice. DG to put onto website.</p> <p>d) CCC ran through the Points raised by the Council Check list. We now have a Waste Carrier Licence so we can use Chard Recycle Centre. Documents need to be signed and dated and he suggested volunteers show allergens list on foods to purchasers to read when buying. CCC looking into a level 2 Food Certificate course: LD has a certificate already and VD offered to take one and suggested that general hygiene rules apply to the bar volunteers.</p> <p>e) CCC has not spoken to Nicola Liddiatt yet, will discuss when the set comes down. BP suggested Nicola be sent a Xmas card, Wed Group to organise.</p>	<p>DG</p> <p>CCC</p> <p>CCC WED</p>
<p>3. <u>Treasurer's Report (CCC):</u> CW emailed his report out beforehand. Nothing extra to report.</p>	
<p>4. <u>Programme Committee Report (LD):</u> Still looking at One Acts, Flood Warning is definite, two others needed. Possible auditions on 15th at Social evening. DG to do bulletin as no advertising for it yet. Claire Brett may direct Dumb Waiter, other directors keen to do this too. DG to contact Irene to send out audition notice. Brian Hallet wants to do another Pantomime in 2023.</p>	<p>DG</p> <p>DG</p>
<p>5. <u>FOH and Volunteers (G):</u> No report.</p>	

<p>6. Fundraising (LD): LD disappointed by turnout at meeting, only ML attended. MY reported we received £1000 from Tesco, £20k from Garfield Weston and we now have £103k in funds. £44 received from Xmas Trees in the Minster, organised by a parent. Several other grants in process. Plastering is next on the work list for Old Bakery.</p>	
<p>7. Youth Theatre (LD): LD reported that the YT has broken up for holidays. The Vaughan Lee performance went down well and the group have been asked back. Poetry night was successful with a full house. The Frozen script is going ahead.</p>	
<p>8. AOB: ~A newsletter is needed for New Year. (CCC to ask CCP if she's still on board to do Publicity). ~BP suggested names of deceased members, ie Rachel and Bob Hammond, be put in newsletter with a very short epitaph. CCC to check AGM Agenda for the list of names to give him. ~Lawrence offered to be co-opted for Trustees - LD to contact him with details. ~Trustees agreed that BP order the three LED lights (£7k) asap; hoping they arrive in January but otherwise later in the year. ~DG mentioned the requirement for a price list of all drinks in the bar as we are a licensed premises and FOH DM should not hand over to bar staff for closing up. CCC to remove this from instruction document. ~ML takes the minutes for Programme Committee so will distill dates and email them out via LD and DG. ~MY mentioned Nikki Kitt has booked her 3rd Medium show: The Belles are booked for March: Ilminster Community Choir fundraiser in June. Ukelele fundraiser in June: the Programme Committee elected another Comedy Night for May and are looking for a Stage Manager. MY to send NG the list for sending on to Nicola Liddiatt. ~NG reported that Brenda Lake and Hillary Durrant are the Xmas 100 Club winners this year.</p>	<p>CCC CCC LD BP CCC ML MY/NG</p>
<p>Next Meeting: Monday, January 9th at 7.30 pm.</p>	
<p>The Meeting closed at: 8.30 pm</p>	