

General Council Minutes

20:00; 8 March 2021, by Zoom

Present: Simon Gleisner (SG); Chair
 Marissa Papas (MP)
 Fiona Daffern (FD); Minutes
 Lisa Thomas (LT)
 Gareth Milton (GM)
 Ben Rathe (BR)
 Cal Beckett (CB)

Guy Jones (GJ)
 Roisin Deady (RD)

In attendance Teresa Donoghue (TD)

	Item	Action
1.	Apologies Chris Stooke (CS); Barry Heselden (BH)	
2.	<p>Adult and Youth Learning TD shared a document online with progress to date (GC view only) https://drive.google.com/file/d/1-YKc3b-CJ6BGRuGiwqG22hhyYLyFkvbu/view</p> <p>Have been some limitations with bookings online, both youth and adult. Perception that many may not want to go online in the evenings after a school or work day online.</p> <p>Working towards reopening Youth classes from 12 April. Has been working on getting a bank of tutors.</p> <p>More face-to-face adult learning from 17 May.</p> <p>Been working on the Chaperone policy, awaiting final comments. Agreed that SLT would need to pay £75 for chaperone licences (which include DBS check).</p>	
3.	Minutes of GC 8 February 2021 Approved	
4.	<p>Matters Arising GC (not on agenda)</p> <p>Actions</p> <ul style="list-style-type: none"> To devise/share UK GDPR Guide for anyone with access to the LoveAdmin database– to complete w/e 14 Mar. <p>Completed</p> <ul style="list-style-type: none"> CS set up BPT/GC/BarComm finance meeting 	GJ

	<p>Outstanding – for future review on timeframes</p> <ul style="list-style-type: none"> • Hearing Loop to be tested • Info on how to work the heaters in the foyer (Bex) • Volunteer training weeks • Mission and vision to membership – review over next few months • Membership Survey (review in Feb 2021) (volunteer survey completed) 	<p>GTM Bex MP SG GJ</p>
5.	<p>Lockdown Reopening timescales: (tbc Government roadmap): 17/5 Rehearsals to commence, max 6 people 15/6 Being Friends/Lost 29/6 Super Happy</p> <p>Anything put on prior to 12/7 will have to be auditioned via Zoom. Many directors preferring to wait til later in the year.</p> <p>Have provisional shows agreed up to Dec, subject to rights. Continuing to contact Directors unable to put on shows in 2020 re future opportunities. Still focusing on socially distanced options for now.</p> <p>Debate held about the necessity to put on socially distanced show up to end of year if all restrictions potentially eased from June. Majority view that a cautious reopening was preferable for cast, crew and audience, even if not legally required. Lifting of restrictions still subject to govt. confirmation. Logistics very difficult and much harder to unpick shows if we move too fast. Start small and scale up!</p> <p>General view is to keep streaming shows. LT to enquire if possible to stream with an audience (number restrictions).</p> <p>Continue with rolling submissions into next year.</p>	<p>LT</p>
6.	<p>FEST Norwood BF and team keen to do Fest this year. Would prefer later August dates if possible – suggest w/c 23/8.</p> <p>GC keen to support Fest with the following provisos:</p> <ul style="list-style-type: none"> • Fest to be accountable to GC • Fest must be self-funding/break even • Need to appoint a Producer (separate to Fest Director) who will be accountable for producing and reporting on a detailed project plan. MP to advise on project management. <p>SG and MP to discuss next steps with BF.</p>	<p>SG/MP</p>
7.	<p>Website Update Contract with Chaptr agreed.</p>	

	<p>Working with Chaptr on UXFramework. Next stage to review visual representation of wireframes.</p> <p>Domain name tba. Debating value of .org vs.co.uk. To review SEO impact.</p>	
8.	<p>BPT & BarCom Update AHU – to commence once hire ended and before first show. Substantial external hire agreed bringing in money whilst closed.</p> <p>No Bar Comm update.</p> <p>Chairs to have joint discussion about potential opening up.</p>	SG
	General Updates	
9.	<p>Finance Written update: CS started on the annual accounts - suggests we look at forecasts once we have draft figures available.</p> <p>Cash position is sound, we have over £60,000 at present although that's boosted by grant income through BPT and we are due to pay rent and overheads to BPT of over £14,000, which has not come through yet.</p> <p>Youth & Volunteering Nothing to add</p> <p>Theatre Committee / GTM Nothing to add</p> <p>Membership Nothing to add</p> <p>Marketing. Nothing to add</p> <p>House Working with GJ to discuss how best to incentivise lapsed members. FoH volunteers keen to be involved early about FEST resourcing plans. Some additional donations for Casablanca through Ticketsource.</p>	
12.	<p>AOB SG been working on EDI planning – to upload this week for comments/ thoughts. All to contribute by end of month.</p> <p>4th Masked Singer due in Mar; Shakespeare evening, Apr. thoughts for other online activities prior to full opening?</p>	All