

General Council Minutes

20:00 9 August 2021, by Zoom

Present: Simon Gleisner (SG); Chair
Marissa Papas (MP)
Fiona Daffern (FD); Minutes
Gareth Milton (GM)
Chris Stooke (CS)
Barry Heselden (BH)
Ben Rathe (BR)
Cal Beckett (CB)
Lisa Thomas (LT)
Guy Jones (GJ)
Roisin Deady (RD)

	Item	Action
1.	Apologies None	
2.	Minutes of GC 12 July 2021 Approved	
3.	Matters Arising Completed: EDI article in Members' Update – one person contacted SG to offer support. GJ circulated the draft members' survey. Proposed prize draw as incentive. AGREED Volunteering group has met (MP, GM, Adam). MP to draw up formal proposals arising and circulate. To Do: SG to contact LTG re EDI strategy	MP SG
4.	Opening up the Building Volunteering – bar cover is an issue for Shorts week. Other slots covered. Good feedback from audiences. Discussed the need for guidance from BPT re building use for auditions (consistency with hires). Agreed principles based document most useful. FD to draft on behalf of BPT.	FD
5 + 6	2020 Annual Reports & Accounts 2021 Forecast CS talked through the previously circulated accounts for 2020. The main challenges were focused on reconciling the grant income and returns to funding bodies, that was now complete. In addition CS has worked with Geoff Lil, BPT for clarifications regarding rent / share of	

	<p>overheads. There are more fixed costs for BPT which they have shouldered. Because SLT costs are more flexible (limited shows but limited rights and theatre expenses), SLT is in a sound position both in terms of the 2020 accounts and the 2021 spend forecast. CS reported that Geoff is satisfied with the accounting and forecasting from a BPT perspective.</p> <p>Having agreed that they had all seen and had ample opportunity to discuss the content, there was a unanimous approval of the 2020 accounts by General Council.</p> <p>Having agreed that they had all seen and had ample opportunity to discuss the content, there was a unanimous approval of the 2021 forecast by General Council.</p> <p>CS to report back this approval to the auditors. These would now be inserted in the Annual Report and circulated prior to the AGM for members.</p> <p>It was agreed that in terms of public transparency as well as part of our emerging Environmental Strategy and a desire to be more sustainable, that the Annual Report and Accounts would be published online rather than printed and posted. Hard copies will be sent to those few members who do not have internet access.</p>	CS
7.	<p>Feedback and Complaints Policy</p> <p>FD had been shared the previously requested and circulated Whistleblowing policy with BPT and Members' Club. Feedback was a preference for a revised Feedback and Complaints Policy, which incorporated Whistleblowing. This revised policy was APPROVED by GC.</p> <p>Once final approval received from BPT and MC this will be uploaded to the website and communicated to members.</p>	FD
8.	<p>Website</p> <p>Designers were working on the landing pages, which were almost complete now. The sub team were pleased with the work and felt Chaptr were responding well to feedback and iterations. Ticket and Wardrobe pages were complete and teams happy with content.</p> <p>GC expressed some concerns that timescales were now late. This was acknowledged, there had been delays caused by both sides but CB was arranging a meeting with the Project Manager to go through revised timelines and would update GC asap.</p>	CB
9	<p>BPT and Bar updates BPT</p> <p>AHU Project was complete. Thanks to Bex, Chaz, Carole and all</p>	

	<p>involved in progressing this. Lots of discussion around building maintenance priorities, following the discovery of a critical beam in the bar area that was very rusty/damaged. BPT are liaising with the architects as this should have been identified during the refurbishment. This could be critical for the building so other spends have been put on hold until such time as this is clarified.</p> <p>Current priorities within existing spend: Beam Shutters Kit room (noise reduction) PAT testing machine</p> <p>Areas for fundraising focus: Tower / roof (still some water ingress) Yard Wall (in the barden)</p> <p>There was some concern expressed regarding the delay in fixing the Kit room issues as this impacted on rehearsal schedules but the need for prioritisation fully understood.</p> <p>In other areas: Marianne is commencing a hire price review. Gerri is continuing Safeguarding discussions with the Bar. To agree a joint awayday date BPT, GC and MC</p> <p>Additional request for an SLT Banner to be fixed to the Polycarb part of the building to promote the building. FD to raise with BPT.</p> <p>Bar Open evening to be held on 18 August, GC members encouraged to be present to promote the theatre.</p>	FD
10	<p>AGM All standing encouraged to get their nomination forms in and encourage other members to stand. SG said he had one or two members approach him from the last Members Update who wanted to help, including marketing/publicity.</p> <p>SG will set up the voting system. SG to pull together the structure for the presentation to Members. To include:</p> <ul style="list-style-type: none"> • Finances – accounts to be approved • Lottie to do a slot on fundraising / building priorities • Achievements over the last 12 months • Development of Youth and Training activities • Members’ survey (initial feedback – encouragement to complete) 	SG

11	<p>Flexible Pricing Gareth presented his discussion paper. There were issues identified with the Ticketsource presentation of options which would confuse people. Agreed that it was currently too early to determine attendance patterns post pandemic and therefore whether this was a needed option and if so, how this could best be implemented. Preference declared for doing a free show for disadvantaged families at Xmas / summer (as per 2020).</p> <p>Agreed to not proceed with any changes at present.</p>	
	<p>General Updates</p>	
9.	<p>Finance Nothing to add</p> <p>House No major issues raised from FoH / Box volunteers An alarm button has been installed under the desk to raise help from the bar on show nights if someone ill or feels threatened.</p> <p>Theatre Committee / GTM Phil Gammon is updating and refreshing the SLT Photo Archive. Many thanks to Phil.</p> <p>Matthew and Mark are writing guidelines for Directors to update the Wiki. To be included in the Directors' Pack. Many thanks to Matthew and Mark.</p> <p>Details of the Xmas show would be available shortly.</p> <p>Need to encourage more submission for the 2022 season. There will be 3 external show in January.</p> <p>Membership Membership numbers and revenue are up, good news. Agreed not to proceed with discounted membership options for lapsed members.</p> <p>Marketing. SLT has been offered a £1k marketing bursary. RD to investigate further.</p> <p>Open House will run 4 – 12 September. RD and SG to take offline to plan. Chris Bennett will be involved for tours.</p> <p>Youth & Volunteering Summer programme being rolled out Autumn programme planned. Payroll issues with Begbies now resolved.</p>	<p>RD</p> <p>RD/SG</p>

10.	AOB SG thanked those members of GC who are stepping down for all their hard work over the last year.	
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