

General Council Minutes – Open Meeting

20:00 09 May 2022, The Old Fire Station, the Bar.

Present: Simon Gleisner (SG); Chair
 Fiona Daffern (FD); Minutes
 Gareth Milton (GM)
 Cal Beckett (CB)
 Jo Boniface (JBo)
 Chris Stooke (CS) (online)
 Lisa Thomas (LT)
 Barry Heselden (BH)

	Item	Action
1.	<p>Apologies Marissa Papas (MP), Guy Jones (GJ) Noted: Will Howells resigned as of 23 April 2022 due to personal circumstances. He was thanked in his absence for contribution to TC over the year.</p>	
2.	<p>Minutes of GC 11 April 2022 Approved.</p>	
3	<p>Matters Arising <i>Completed:</i></p> <ul style="list-style-type: none"> ● FD notified BH about risk assessments ● BH liaising with Bex re maintenance time ● TC encouraging Directors and cast to attend Feast <p><i>Outstanding</i></p> <ul style="list-style-type: none"> ● Annual Report: Finance report with Auditors. TC report now drafted. To be distributed prior to AGM. ● 	
4	<p>Website GM reported that Chaptr were fixing the last of the bugs over the next few days. Links had been sent to volunteer testers. GM will resend to GC. GM to talk to Bryon as he holds the 'key' to going live. IP address will change, the domain will remain.</p> <p>The calendar update is scheduled for after the 'go live' date. Bex in the loop.</p> <p>CB has provided the task and ownership list to SG. Static pages with relevant GC member Dynamic events, news items etc. with publicity Bex will have ownership of BPT hires pages</p> <p>GM to offer training dates with the publicity team, SG to liaise with team.</p>	

5.	<p>Length of Season CB raised the following issues with the Autumn/Winter 2022 submissions:</p> <ul style="list-style-type: none"> ● Issues with rights ● small number of submissions ● Issues with flexibility of the season / double directing <p>Proposed that we revert to 12 month programming. AGREED</p>	
6.	<p>Publicity SG reported that things were settling a bit, but area needs to be properly reviewed for ongoing sustainability. CB to review JDs and propose reconfiguration of roles.</p>	CB
7.	<p>EDI Update FD reported that Alex Marshall (Spot the Gap) was reviewing our draft policy and work plan on 11/5 and would report back to FD and SG.</p> <p>GC encouraged to complete the Doodle poll if not already done so and then FD will confirm dates for training and strategy day. Teresa invited for Youth voice / requirements.</p>	FD
8	<p>Ticket Pricing CS presented his paper. Need to generate more revenue as greater overheads in 2022, need to start payment back to BPT for rent and increasing energy costs.</p> <p>CS meeting with Accountants next week to look at VAT options.</p> <p>AGREED to look at options and test member views at AGM.</p>	SG
9.	<p>AGM</p> <p>Discussed nominations to date and need to encourage more to stand.</p> <p>Agreed:</p> <ul style="list-style-type: none"> ● Would be on Zoom and in person. ● To get a mic for audience (FD to speak to Bex) ● Bex to operate Zoom (FD to speak to Bex) ● FD draft a note to go out to members via Love Admin <p>GM noted a suggestion had been raised via FoH volunteers for the reinstatement of White Board in the foyer to say which roles were vacant. Not agreed as deadline for submissions not over and didn't want to give the impression that certain posts were allocated. (No one could remember previous use of said White Board for this purpose).</p>	FD FD FD
10.	<p>BPT and BarComm Updates No updates from BPT still awaiting final quotes from Ash to proceed with renovations</p>	

	BarComm –£5k taken over the bar last month. Planning to complete the soundproofing next month.	
11.	Tunbridge Wells Fringe Festival CB presented opportunity for 12 th Night to participate on 9 th July. Cost – 2 minibuses, but we get ticket sales. AGREED	
12.	Last Day Charity Event CB presented proposal from Kurly Kale Theatre for theatre hire, but as a free community event. AGREED IN PRINCIPLE, subject to BarCom views. Would need to complete a room hire agreement via Bex.	
	General Updates	
10.	<p>Finance</p> <p>RESOLVED</p> <p>That the Financial Statements for the year ended 31 December 2021, together with Auditors' Report and Directors' Report be approved and authorised for issue.</p> <p>Youth & Volunteering – Youth teachers to produce a report on what's working well and what needs to be done differently.</p> <p>Theatre Committee / GTM TC have been struggling with rights for the season, but hope to make the final announcement by the end of the week with what is confirmed.</p> <p>Lots of sign up to volunteer in wardrobe.</p> <p>Not to be announced yet: been contacted by ARLA with offer of lots of quality technical equipment at very reduced price. Will all need PAT testing.</p> <p>Membership – No update.</p> <p>Publicity / Marketing – No additional update. LT requested a publicity budget to be shared. AGREED</p> <p>House Incident during Youth production of a bike being chained to the gates in the Yard, which is a fire exit, despite sign. AGREED: BH to buy bolt cutters so can remove if needed in future.</p>	
11.	AOB SG thanked everyone for their hard work and commitment over the last year and particularly to those stepping down this year.	