

General Council Minutes

15th May 2023 .

Present: Gareth Milton (GM) Chair; Guy Jones (GJ); Barry Heselden(BH);
Lisa Thomas (LT);Cal Beckett (CB); Jo Boniface(JB);Lorna Felix (LF) Minutes.

	Item	Action
1.	Apologies: Simon Gleisner (SG) Chris Stooke(CS).	
2.	Minutes of GC Meeting 17th April 2023 : Approved	
3.	<p>Matters Arising/Actions outstanding:</p> <p>a. Item 4 Complaints: Review of process. Website adjustments have made it easier to find contact details. TC Reps for all shows in production have all introduced themselves and confirmed the process to Directors and casts. Fortunately complaints aren't common and with those two key actions in place today's meeting felt that on reflection the previously agreed action of posters is not currently needed.</p> <p>The following actions are carried forward:</p> <ul style="list-style-type: none"> i. Complaints process - subcategories ii. Directors pack update and hard copy. (After June 2023). iii. Welcome booklet iv. New members social event v. Upgrade Mail chimp account <p>b. Item 10 General Updates: Finance</p> <ul style="list-style-type: none"> i. GJ reported that concession membership in 2022 amounted to an income of £2478.95. Increasing the rate to 75% of full cost would make a difference. 	<p>SG/LF</p> <p>CB/TC JB/SG GJ GJ</p> <p>GJ</p>
4.	<p>AGM Planning:</p> <p>Most reports have been submitted, outstanding reports to be submitted by Fri 19th April. It was agreed that GTM would also submit a report for 2022. Guy will send letters to people who don't access email.</p> <p>At the AGM Gareth will say a few words on behalf of the House team. Theatre Committee will announce the submission deadline for next season, the suggestion is to allow a month after the announcement. Discussed potential resolutions including raising concession age to 65 years, changing the name of what is currently Friend's Membership to reduce confusion.</p> <p>Nominations : still need to be encouraged. Gen Secretary to check definition of quorate.</p>	<p>GC GJ</p> <p>GJ/GM</p> <p>All LF</p>

5.	<p>BPT update : Overheads are still enormous. SLT paid £44k to BPT last month.</p> <p>Gareth has been asked to review BPT overheads, including use of fuel, the profitability of room hire and working with Lorna and Teresa (YT Manager) on the profitability of Youth Theatre.</p> <p>It is understood a new energy supplier has been appointed which we hope will reduce costs, but it's also apparent that SLT is using a lot of energy even in the middle of the night, that needs further investigation.</p>	
6.	<p>Bar Comm update No change. The need for more Bar Volunteers is an ongoing struggle.</p>	
7.	<p>General Updates not already covered</p> <p>Finance: CS has saved financial reports in the shared folder. All GC to read asap. Last year's increase in ticket prices has made a positive difference and there was discussion about a need to maximise seat numbers for every show.</p> <p>Tech/Wardrobe: BH intends to produce a budget for necessary expenditure.</p> <p>Publicity: An issue with outstanding rights has delayed the production of the next season's brochure. An alternative production has now been agreed. Christine has taken over Social Media postings.</p> <p>Youth Theatre : The financial review is ongoing.</p> <p>Membership: Cast Members new to SLT are continuing to sign up promptly.</p> <p>House: Mark Ireson has asked for FOH to wear black during After Life. The trial of FOH taking over giving information to audience members new to SLT went well; it frees Box Office up in the last minute rush. Bar volunteers continue to be tricky and there's been a request that when there's only one Bar Volunteer, FOH free someone up to help on bar pre show and during interval. However unfortunately only a few of the FOH team are bar trained and the FOH team are both busy during those crucial last ten minutes preshow.</p> <p>Blue roll and a cleaning spray to be kept under FOH seats - to deal with spills.</p> <p>There's a need to clarify with Bar Comm who is responsible for replacing loo rolls and hand towels in the downstairs toilets when they</p>	GC

	<p>need replenishing between cleaning. NB FOH are responsible for the disabled toilet in the foyer.</p> <p>A vote of thanks was extended to Caroline Durant for her contribution to FOH and Box Office. We wish her well as she moves to Sicily.</p> <p>Theatre Committee: CB is standing down from TC this year, but has prepared a schedule for 2024, to assist the new TC. Ideally too there'll be an announcement at the AGM re 2024 submissions.</p> <p>CB has been approached by someone who may be willing to offer some free voice training classes in exchange for giving him some publicity amongst SLT members.</p> <p>A couple of casting announcements are awaiting Director confirmation. Forthcoming shows and one off events such as Old Gits Night and the Community Choir were highlighted</p>	
8..	<p>AOB - Gala Night. None of those present had any information about how Gala Night plans are progressing. Jeanette Hoile has shared her previous experiences planning Gala Night to assist the new team. GM to check if the new team needs further help.</p> <p>Railway Children: The process for issuing free tickets for those in need (in lieu of a Food Bank priority show) needs to be agreed asap. Suggestion is that we issue 5 tickets per show, which have to be allocated two days prior to the said show.</p>	<p>GM</p> <p>GM/TC</p>
9.	Next Meeting : AGM Sunday 11th June 18.00	