

General Council Minutes

11th September 2023

Present: Simon Gleisner (SG) Chair; Gareth Milton (GM) ; Barry Heselden(BH); Hywel Roberts (HR) Guy Jones (GJ) ; Eddie Coleman(EC); Jo Boniface(JB); Lorna Felix (LF) Minutes.

	Item	Action
1.	Apologies: Chris Stooke(CS); Philip Epstein (PE); Han Evans (HE)	
2.	Minutes of GC Meeting 10th July 2023 : Approved There was no meeting in August 2023	
3.	Matters Arising/Actions outstanding: a. Managing complaints training : decisions re content and date are pending. b. Gifting tickets/Youth Theatre fees (AGM suggestion) - to be adjourned to subsequent meeting.	
4	Financial Report from Chris Stooke: Finance Activity in month: <ul style="list-style-type: none">● VAT return submitted (thanks to Gareth, Guy and Lisa)● Audit ongoing● Accounts up to date end August 2023● Recent productions, ticket sales excl VAT (compared to TC estimate used in forecast)<ul style="list-style-type: none">○ SLT Shorts 3,078 (2,922)○ Railway Children 4,483 (6,575)○ Girl/Train 3,746 (2,718)○ Shimmer 1,593 (2,718)● P and L summary available.● Cash position satisfactory, £72,800 compared to forecast £71,400 and that is after paying rights for some 2024 productions. Significant youth theatre income in August.	
5.	Ticket Price Review GM had prepared a paper as requested reviewing the likely impact of <ul style="list-style-type: none">a. Increasing non member ticket pricesb. Introducing a book early discount to encourage early salesc. Removing the Ticket Source fee discount for walk up purchases.	

	<p>Looking at Ticket Sales March- May 2023, there is a clear pattern that the majority of ticket purchases take place in the two weeks before a show starts (72% - 92%). Discussion included the likely impact and the practicalities of offering a fixed number of early bird tickets for each night (suggested 25- 30). Given there is shortly to be a ticket price rise, the early bird tickets could also enable purchasers to continue to buy tickets for SLT at current prices.</p> <p>There was less agreement over whether to end concession tickets per se but retain flexible Wednesday. May not be a good PR move.</p> <p>Action: Early Bird Ticket pricing. GM to prepare a mock up for the next meeting. A decision needs to be taken at October meeting for implementation from January 2024</p> <p>Action: Membership Fees - GJ to undertake a review, although implementation may not be immediate.</p>	<p>GM</p> <p>GJ</p>
<p>6.</p>	<p>SLT supporter circle</p> <p>GJ had developed and circulated suggestions for rebooting for the current Friend's subscription as per the resolution passed at AGM.</p> <p>GC approved the suggested new name ,ie SLT Supporter Circle, Logo and the suggestion of offering an additional free ticket based on 5 qualifying purchases,</p>	
<p>7.</p>	<p>Handling diversity, learning and next steps</p> <p>SG introduced this topic. Recent learning points to the need for SLT to be able to offer guidance to Directors, and have processes in place to ensure that cast and crew members can be appropriately supported. To this end SG has taken advice from a relevant charity and intends to use remaining hours with Alex, the consultant who led EDI training last year to help us take this forward</p> <p>Action SG to talk with Alex re developing guidance.</p> <p>Time frame - this needs to be developed in time to be included in the Directors briefing for 2024 season and in the revised Director's Handbook.</p> <p>It was also agreed that attendance at a Director's briefing should be a prerequisite of accepting the Director's role. Action TC</p> <p>It was also noted that the Theatre Rep role needs review. TR role has expanded and the two key remits of the role, Artistic support and Pastoral care don't necessarily need to be covered by the same person. TR also to attend a briefing.</p>	<p>SG</p> <p>TC</p> <p>TC/SG?</p>

.	<p>Theatre Committee</p> <p>a. 2024 Season JB shared an overview of the next season in advance of the Season's announcement on 18th September. Sounds great! Rights for just three shows are still outstanding. TC will work with HR re publicity- particularly for less known shows that may need additional push.</p> <p>b. Backstage volunteers Time defeated today, discussion adjourned to Oct Agenda</p>	c/f
9.	<p>BPT update: BPT update from SG, as no BPT members present</p>	
10	<p>Bar Comm update Adam Crook expressed concern over how communications around Gala Night were handled, resulting in Bar Comm not being informed, causing them additional work. He requested consideration of a regular written update from GC to Members Club and BPT.</p> <p>The meeting asked LF to pass on apologies re poor communication re Gala Night.</p> <p>Rather than a written update, it was felt that members who sit on both Bar Comm and GC have a key role in communication, with LF providing backstop if the link person(s) are absent.</p>	LF

