

General Council Minutes Meeting
11th March 2024

Present: Simon Gleisner (SG); Gareth Milton (GM) Chair; Guy Jones (GJ); Eddie Coleman(EC); Jo Boniface(JB); Chris Stooke(CS); Han Evans (HE); Lorna Felix (LF)

	Item	Action
1.	Apologies: Barry Heselden(BH); Hywel Roberts (HR).	
2.	Minutes of GC Meeting 12th February 2024: Approved	
3.	Matters Arising: None	
4.	<p>Feast: SG relayed outcome of discussion with CB(SLT Publicity). The proposal is that CB will organise a team of people to set up the Feast stall, and it will become an expectation that the Director and cast of each show have allotted hours to cover the stall in the month before their show month. (hence avoiding their Get In day). Timings will be arranged to fit with the Sunday rehearsal schedule. The Director/team ending the day will be responsible for taking the stall down and putting everything away in the correct place. This still leaves opportunity for other SLT members to also cover the stand (member suggestion is for one hour slots). Despite some reservations about the end arrangements this proposal was generally agreed as a good way forward.</p> <p>A member suggestion to just have the doors to SLT open on Feast days and talk to passersby was considered, but at this stage not acted upon. Thoughts that where Feast falls on a Get In day having visitors near the doors may not be helpful.</p>	
5.	<p>Governance: Further to the information that has gone to members via email and the online Q &A session last week, members of the Governance group will be in the bar on 24th March for a face to face Q & A session. So far a number of questions about how things will work have been raised, but there's been no objections to the suggestion.</p> <p>The timetable: 11th April 2024- Resolution is ready for sharing with membership. 11th May 2024 SLT Extraordinary General Meeting to vote on resolution. (Also Bar Comm 50th AGM and celebration).</p>	

	<p>Sunday 8th September - SLT AGM. - Voting in of trustees (if resolution approved in May).</p> <p>1st January 2025 - new governance model fully operational.</p>	
6.	<p>Lambeth Levelling Up Grant Fantastic achievement by Carole Coyne, Bex Law, Chris Stooke and Simon Gleisner! It was agreed that as soon as formal confirmation is received from Lambeth, the bid committee and GC will convene (on line) to discuss best use of the additional space to inform the architect brief. Amidst the excitement, there are some caveats that need to be added to the risk register.</p> <ul style="list-style-type: none"> a. Does SLT have the human resources available to effectively project manage a build? b. Bid time was very short (one week) so there is a risk that the financial estimates are way off. c. Match funding is required. 	Risk Register
7.	<p>Risk Register (Standing Item) The Risk register was reviewed by the meeting and updated by GM. Actions outstanding from last meeting:</p> <ul style="list-style-type: none"> a. Policy Review dates are largely over due. Agreed responsibility for reviews. <ul style="list-style-type: none"> i. Code of Conduct, Safeguarding and Chaperoning Policies - LF ii. Feedback and Complaints LF/SG iii. Privacy Policy - GJ iv. Health & Safety - GM? v. Noise Reduction - can be taken off website.- GJ vi. EDI policy draft to be circulated to GC. - LF 	<p>LF</p> <p>LF/SG</p> <p>GJ</p> <p>GM?</p> <p>GJ</p> <p>LF</p>
8.	<p>Bar Committee update : Some price increases pending because of rises in wholesale prices.</p>	
9.	<p>General Updates : Issues arising</p> <ul style="list-style-type: none"> a. Theatre Committee : How to manage checks - i.e. cast membership fees have been paid prior to their first rehearsal and that there's no history at SLT that might preclude an individual from rejoining. Discussion adjourned to April GC. b. Fob / training to lock up: Arising from recent experience it is apparent that Fobs are still being issued without the fob holder having training in locking up the building. GM informed GC that Bex is preparing an online questionnaire for members designed to highlight where training is needed. 	

	<p>However going forward it was agreed that new fobs will only be prepared/issued after Fob training has been completed. GM offered to oversee Fob Training arrangements, and to liaise with Bex/David.</p>	GM
10.	<p>AOB:</p> <p>a. Need for consistent experience at auditions It was agreed that to ensure a consistent experience for those attending for auditions, directors need to use the standard online form. TC has been assisting by helping set up the format to make it easier for directors.</p>	
	Next Meeting : Meeting 8th April 2024	