

## Trustees of the Sinodun Players

Minutes of the 73rd meeting of the Trustees held on Tuesday 31 May 2016 at the Corn Exchange, Wallingford at 7.30pm.

Present: N Morley, K Spence (minutes), G Wright, J Wright, L Van der Vord, EHarley (Board), D Lisburne, J Utley (DC), J Jeskins

|           |  | Action |
|-----------|--|--------|
| <b>1.</b> | <b>Apologies for absence</b>   |        |
|           | None.  |        |
| <b>2</b>  | <b>Decisions/Discussions since last meeting not covered elsewhere</b>  |        |
|           | None.  |        |
| <b>3.</b> | <b>Minutes of 72nd meeting on 18 April 2016</b>  |        |
|           | These were approved and were signed by the Chairman, ready to be uploaded to website.  |        |
| <b>4.</b> | <b>Matters arising from 72nd meeting not covered elsewhere</b>   |        |
|           | Little Theatre Guild – we now have a link on our website.  |        |
| <b>5.</b> | <b>Items to and from the Board</b>   |        |
|           | Trustees have not received minutes since the last meeting.   |        |
|           | It has been agreed that the company name is changing to Corn Exchange Wallingford Limited.   |        |
|           | A Boroscope survey has been carried out.   |        |
|           | There was a recent Health and Safety (H&S) issue. N Morley is to contract O Hemming to remind technical crews to be aware of H&S issues.   | NM     |
|           | The company – Crescendo – responsible for the successful Sherman Brothers production would like to stage another production in 2018. It was agreed that the Board should formally write to Trustees and DC, but the Trustees agreed in principle to the proposal.  | Board  |
|           | The 3 rings rota program is up and running though there are still some teething problems/training issues. The Board is to prepare an "idiot's guide".  | Board  |
| <b>6.</b> | <b>Items to and from DC:</b>   |        |
|           | All budgets have now been received. There are a number of queries over the budget for Chalk Garden, for example, outsourcing set building - £400 and also another £400 for set building here. Also, an incorrect cell has been referenced in the total. J Utley is to seek some clarification. Trustees request that financial matters are closely monitored to ensure that spending is kept under control. (Post meeting note: on 2 June, the director of Chalk Garden cancelled the show due to withdrawal of actors). | JU     |



|            |   |    |
|------------|---|----|
| <b>10.</b> | <b>Memorandum of Understanding</b>  |    |
|            | Memorandum of Understanding. J Wright and Board members are to discuss this. It formalises the relationship between the Board and Trustees. O Hemming will nominate a Board member. This should be completed by the next Trustee meeting on 26 July | JW |
| <b>11.</b> | <b>Any other business</b>   |    |
|            | There is to be a joint meeting of all 3 groups on 28 June – Board, DC and Trustees. It will be held at the CX at 8pm and N Morley will chair it. Agenda items should be sent to N Morley.   |    |
|            | It was agreed that the issue of legacies should be explored further. J Wright will find out more by the next meeting.   | JW |
|            | Money from Elizabeth Coach. We have spent some of the money but are aware that we wish to do more. Ongoing.   |    |
|            | The next Board meeting is on 27 June. J Wright will attend.   | JW |
| <b>12.</b> | <b>Date of next meeting</b>   |    |
|            | 26 July   |    |

Meeting closed at 9.10pm

*N Morley*