



Friends of Finchley Youth Theatre

Board Meeting

**Tuesday 26th April 2016 at 8:00pm
at Finchley Youth Theatre, 142 High Road, London N2 9ED**

Minutes of meeting

Present

Roger Chapman (chairman), Ken Osborne (secretary), Catherine Nolan (treasurer), Marie Clark, Emilia Georgiou, Liz Sacre

1. Introduction and Apologies for absence

Roger welcomed the attendees to the meeting. Roger had issued the agenda by email on 18/4/16 as **1600426 FOFYT Board Agenda.doc**.

Marian Stratton and Marley Seville were absent. Apologies for absence had been received from Marley Seville who was currently moving house.

In view of Marian's absence for the past couple of meetings Roger would check whether she wished to remain a trustee.

[New Action 1/B160426 - Roger Chapman to check whether Marian Stratton still wished to continue as a trustee](#)

Roger said that he needed to update the details of the trustees with the Charity Commission - currently only listed as Roger, Ken and Marian. He asked Catherine, Marie, Emilia and Marley to email him with their postal addresses.

[New Action 2/B160426 - Catherine Nolan, Marie Clarke, Emilia Georgiou and Marley Seville to email Roger Chapman with their postal addresses so he could send their details to the Charity Commission](#)

2. Minutes of last Board meeting

2a Accuracy and approval

The draft minutes of the previous Board Meeting held on 1 February 2016 (issued by Ken Osborne on 4/2/16 - file FoFYT Board Meeting 160201-minutes.doc) were approved. Ken would re-issue as approved and send a redacted PDF version to Tony Bachelor for uploading to the website.

[New Action 3/B160426 - Ken Osborne to issue approved Board meeting minutes of 1 February 2016 to Board members and a redacted version to Tony to upload to the website](#)

2b Actions from previous meeting

Action 1/B160201 - Ken Osborne to issue approved Board meeting minutes of 17 November 2015 to Board members and a redacted version to Tony to upload to the website

- **Status:** Issued to Board members on 4/2/16 as file **FoFYT Board Meeting 151117-minutes-approved.doc** with a corrected version **FoFYT Board Meeting 151117-minutes-approved-r1.doc** issued on 24/2/16. Ken had sent a redacted PDF version to Tony for uploading to the website (at Meetings/Events > Board Meeting Minutes).
- **Action - closed**

Action 2/B151117 - Roger Chapman to ask for donations to FoFYT at a future meeting of the East Finchley Traders' Group

- **Status:** Yet to do. The Traders' Group was not yet fully set up - it would be formally launched at the East Finchley festival on 19 June
- **Action - ongoing**

Action 4/B150723 - Roger Chapman to contact the Archer to see if they were willing to fund the purchase of two moveable ballet bars

- **Status:** Roger had emailed Emilia with details of the ballet bars (£285 + VAT each) and after some discussion it was agreed that they would be useful, especially to help disabled young people develop core strengths. Roger would contact The Archer again with the price to confirm that they still wished to fund them
- **Action - ongoing**

Action 3/B151117 - All to review need for any new items to be purchased by FoFYT in the future and add to list (standing agenda item and annex list to the minutes)

- **Status:** No items had yet been suggested but Roger will add to future agendas as a standing item
- **Action - discharged**

Action 8/B150514 - Roger Chapman to contact the Council Conservative member who chairs the committee which looks after the FYT building to decide if it was worth having a meeting

- **Status:** Yet to do
- **Action - ongoing**

Action 14/B150723 - Catherine Nolan to collect together suitable material for a History Display

- **Status:** Catherine had obtained information from the London Metropolitan Archives relating to the purchase of 142 High Road in 1946-47 - see [Annex 2](#) to these minutes.
The trustees wondered if the building could be declared as a listed building, based on its architecture and history. Roger thought that our case may be a bit marginal but if attempted it would be done through Heritage England. Emilia cautioned that if it was listed there could be no changes to the exterior of the building. Marie offered to look into the issue
- **Action - ongoing**

New Action 4/B160426 - Marie Clark to investigate the possibility of getting the FYC building listed

Action 4/B151117 - Catherine to change the FoFYT bank account from Co-op to Santander

- **Status:** now being changed to Barclays - see §4 below
- **Action - ongoing**

Action 5/B151001 - Roger to set up meeting between him and Karen Ali

- **Status:** Yet to do.
- **Action - ongoing**

AGM Action 2/151001 - Liz Sacre to contact Catherine Atkinson to find out the exact wording of the covenant which is believed to apply to the use of the building

- **Status:** Liz had spoken to Catherine but would talk again to try to find the wording
- **Action - ongoing**

Action 2/B160201 - Roger Chapman and Ken Osborne to bring completed Barclays signatory forms to the next Board meeting

- **Status:** Roger and Ken brought completed forms to the meeting and gave to Catherine
- **Action - done**

Action 3/B160201 - Roger Chapman to send a letter of thanks to Alan Jobson's family and talk to them about an appropriate way to use the money to remember Alan Jobson

- **Status:** Yet to do
- **Action - ongoing**

Action 4/B160201 - Roger Chapman to draft a discussion paper giving possible options for FYC in the future

- **Status:** Done - see **160413 The way forward.docx** issued by Roger on 18/4/16 and discussed in §3 below
- **Action - done**

2c. Matters arising not elsewhere on the Agenda

None raised.

3. The Way ahead – discussion of paper attached – including Young Barnet Foundation

Roger introduced his paper "Friends of Finchley Youth Centre: The Way Ahead" (file **160413 The way forward.docx**) which he had issued on 18/4/16.

He said that much has been done by FoFYT but the ongoing threat to Local Authority funding remains and it was unlikely that the Youth Service will escape further cuts in the next year or so. We need to be clear about how we would like to see the Youth Theatre develop in future years and put together some proposals to take to Barnet Council.

Roger's initial ideas, outline in the paper, were that:

- The building at 142 High Road should remain open and in use predominantly for inclusive theatre, drama and arts activities aimed at children living in the London Borough of Barnet. However he questioned whether the activity has to remain at 142 High Road or could it take place elsewhere - perhaps a venue with car parking?
- The youth theatre should aim to be sustainable and self-financing within five years.
- A suitable governance structure should be established which is fit for purpose ensuring the continuance of the Theatre activity, long term financial stability, local democratic involvement and the scope for partnerships with other organisations.

He suggested that the next steps should be to:

- discuss and debate the Vision for the Theatre that we want to see in the future at our next Board meeting;
- seek expert help (Roger had already had an initial discussion with a local consultancy firm) about developing options for a viable vision and structure for the future;
- set up a meeting of the wider Friends membership to contribute to the development of these options;
- once the vision has been developed we seek a meeting with Barnet Council to discuss how we might take these ideas forward.

Roger then introduced an associated paper **Young Barnet Foundation.docx** which was an email describing the Foundation which was a new charity aimed at helping groups working with children, young people and families in Barnet to drive new initiatives, promote partnership and consortium working.

There was an associated survey questionnaire which Roger would complete on behalf of FoFYT.

New Action 5/B160426 - Roger to complete Young Barnet Foundation survey

It was recognised that in order to develop a more suitable governance structure for FoFYT we needed additional trustees with specific skills. Marie had written a draft to put into Arts News which she would email to the trustees.

New Action 6/B160426 - Marie Clark to email Arts News draft to the trustees

Liz said that the next round of local authority cuts would be announced around October/November 2016 so it was recognised that the Vision should be completed by September. She said that the current costs of running the building were around £48k plus Liz's salary. Roger would invite his contact, who had experience with Social Enterprises to the next Board meeting to explain how he could help.

New Action 7/B160426 - Roger Chapman to invite Social Enterprise consultant to next Board meeting

4. Finance report

a. Progress on change of bank account

Catherine reported on the latest financial position:

- There is currently £3,087.05 in the bank account and £352.22 in the Paypal account. £570 of the money is ring-fenced for the Alan Jobson fund.
- Donations had been received from [REDACTED] East Finchley Open and Nationwide plus from [REDACTED] and East Finchley Methodist church for the Alan Jobson fund.
- Recent expenditure included the website domain name fee, drum lessons for [REDACTED] and circus classes for [REDACTED]

Catherine had not yet transferred the PayPal money into the bank account since she was trying to get PayPal to change the account to a charity account which takes less commission. The trustees agreed that this should be done so Roger, Ken and Catherine signed a letter to PayPal to authorise the use of PayPal to collect donations for the FoFYT charity.

Catherine was in the process of changing the bank account to Barclays. A meeting with Barclays bank on 17th May would be attended by herself, Roger and Ken to formalise the new account.

b. Thanks for donations from EFO

Roger would send a formal thank you to East Finchley Open for their generous donation.

[New Action 8/B160426 - Roger Chapman to formally thank East Finchley Open for their generous donation](#)

5. Any other Business

None raised

6. Date of next Board meeting

The next Board meeting will be held on Tuesday 21 June 2016 starting at 8pm.

The Meeting closed at 9:25pm

ANNEX 1 - WISH LIST OF ITEMS FOR FUTURE PURCHASE CONSIDERATION

Nothing yet added - to be maintained as a standing agenda item and items added as they are identified.

See next page for Annex 2

ANNEX 2 - EXTRACTS FROM LONDON METROPOLITAN ARCHIVES RELATING TO 142 HIGH ROAD, N2

Source: London Metropolitan Archives/ -Middlesex County Council/ -Clerk's (legal) department: estates and housing/ -Acquisitions and general administration /-Acquisitions and tenancies: acquisition of W Perry (with plans) of Trinity Methodist Church Finchley.

"The main Church is constructed of brickwork with open trussed slated saddle roof, boarded inside, and boarded floor. This building has suffered severely from war damage. In this connection the whole of the northern flank wall requires rebuilding and complete reinstatement of slate and battens to the northern elevation of the roof will be necessary. The flooring is in bad condition and shows signs of dry rot.

The vestry and sanitary accommodation are generally in sound structural repair, but it is probable that a considerable portion of the plumbing system will require renewal.

The Church Hall is constructed of brickwork with a wood block floor and open trussed and boarded roof covered with tiles. This building appears to be sound in most respects."

-Letter from the County Valuer's office, 20 Vauxhall Bridge Road, 6 November 1946.

"A brick built chapel erected in 1904, set slightly back from the road and at an angle to it. Attached to the Chapel are a Vestry, Cloak Room and Kitchenette. There is a Church Hall at the rear, of brick construction, which was erected in 1936. The Church has suffered war damage, as a result of which considerable repairs are necessary. It is understood that the Church Authorities will retain the benefit of any pay out by the War Damage Commission so that it is assumed that the cost of the necessary repairs will have to be borne by the purchaser. The hall at the rear is in good condition."

-Letter from the District Valuer's office, 310-312 Seven Sisters Road, dated 19 May 1947.

From Report of Education Committee at the County Council Meeting on 29 January 1947. Further costs are estimated £900 for repair (£600 of which specifically for war damage) and £175 for furniture and equipment.

12 June 1947. Sale agreed as £3434.1.2 (includes tax etc on the sale cost of £3750)

W. H. Jennings, Clerk of Middlesex County Council takes out a loan dated 11 February 1948 from the Ministry of Health. This is cover the council's costs of the purchase: £1000 for the land to be repaid with interest for a period not exceeding 50years and £2000 for the building to be repaid with interest for a period not exceeding 30years.

31 March 1948 Agreement appoints the following managers:

William Harold Perry (on behalf of Mr Perry)

George Victor White (on behalf of Mr Perry)

Councillor John Gordon Bugson (on behalf of the Borough of Finchley)

Herbert Henry Wilmot (on behalf of the Borough of Finchley)

County Councillor Col. G Beach (on behalf of Middlesex County Council)

County Alderman F Corbelt (on behalf of Middlesex County Council)

In a letter dated 6 August 1957 Mr Clarke and Mr Hay from 5 and 7 Huntingdon Road raise concerns about the lack of fence between the properties (the fence was destroyed by the bomb).