



Friends of Finchley Youth Theatre

Board Meeting

**Thursday 8th March 2018 at 8:15pm
at 110 Bedford Road, East Finchley, N2 9DA
Minutes of meeting**

Present

Lisa Bark (chairman), Ken Osborne (secretary), Catherine Nolan (treasurer), Roger Chapman

1. Introduction and Apologies for absence

Lisa welcomed the attendees to the meeting which she had kindly hosted at her house. Lisa had emailed an agenda on 5/3/18.

Apologies had been received from Trustee Emilia Georgiou and from Patron Carolyn Pickles who had intended to attend and from Jan Hassan who had hoped to attend as a guest to decide if she wanted to become a Trustee.

2. Update on Board membership

Roger had emailed Marley Seville again to check whether he wished to continue as a Trustee (see status of **Action 2/B180118** below)) but had again received no reply so it was agreed to remove Marley from the list of Trustees.

[New Action 1/B180308 - Roger Chapman to remove Marley Seville from the Charity Commission list of FoFYT Trustees](#)

With Lisa having now taken over as chairman, Roger would change her role on the Charity Commission website to be the main contact and give Lisa the website code so she could make future changes herself.

[New Action 2/B180308 - Roger Chapman to change Lisa Bark's role on the Charity Commission website to be the main FoFYT contact and give her the website code](#)

3. Minutes of last Board meeting

3a Accuracy and approval

The minutes of the previous Board Meeting held on 18 January 2018 which had been issued by Ken Osborne on 21/1/18 as file **FoFYT Board Meeting 180118-minutes-draft1.doc** were approved. Ken would re-issue as approved and send a PDF version to Tony Batchelor for uploading to the website.

[New Action 3/B180308 - Ken Osborne to issue approved Board meeting minutes of 18 January 2018 to Board members and a PDF version to Tony Batchelor to upload to the website](#)

3b Actions from previous meeting

Action 1/B180118 - Roger Chapman to contact Emilia Georgiou to clarify her attendance at FoFYT Board meetings when she had received employment termination notice from Barnet Council

- **Status:** Roger had emailed Emilia on 19/1/18 and Lisa had texted on 6/3/18 - Emilia wants to continue as a Trustee and will let us know when her employment contract with Barnet Council has formally ceased.
- **Action - done**

Action 2/B180118 - Roger Chapman to contact Marley Seville to check whether he wished to continue as a Trustee

- **Status:** Roger had emailed Marley again on 19/1/18 but had not received a reply so it was agreed to remove Marley from the list of Trustees (see also **New Action 1/B180308** above).
- **Action - done**

Action 2/B151117 - Roger Chapman to ask for donations to FoFYT at a future meeting of the East Finchley Traders' Group (N2United)

- **Status:** Yet to raise. Roger will be attending a meeting next week but it was agreed that we should be more specific as to the purpose of any funding before asking for donations. This may become clearer once Barnet Council's programme of activities has been published
- **Action - ongoing**

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:** It was agreed that this action had been overtaken by events
- **Action - discharged**

Action 3/B160201 - Roger Chapman to talk to Alan Jobson's family about an appropriate way to use the donation money to remember Alan

- **Status:** The donations amounting to £762.60 had been ring-fenced but we had yet to discuss the options for a lasting tribute
- **Action - ongoing**

Action 7/161021 - Roger Chapman/Catherine Nolan to transfer balance from Co-op account to Barclays and close the Co-op account

- **Status:** In the absence of online access due to the previous codes having expired, Roger needed some further information about the Co-op account which Catherine had now given him. He would visit the bank in person and try to close the account
- **Action - ongoing**

Action 3/B180118 - Roger Chapman to check with Emilia Georgiou whether the ballet barre was still in the FYC dance studio

- **Status:** Not yet done but Lisa will take over this action and check with Emilia.
- **Action - ongoing**

Action 4/B180118 - Ken Osborne to issue approved minutes of AGM held on 30 November 2017 to the Trustees and a PDF version to Tony Batchelor to upload to the website

- **Status:** Done on 21/1/18 and the Supporters' informed on 31/1/18 after the minutes appeared on the website
- **Action - done**

Action 5/B180118 - Roger Chapman to copy the FYC activities programme when published to the FoFYT Facebook page

- **Status:** The activities programme had not yet been published although Lisa has a copy and is now the admin for the FoFYT Facebook page so will do that
- **Action - ongoing**

Action 6/B180118 - Ken Osborne to send the FYC activities programme when published to Tony Batchelor to upload to the website

- **Status:** Lisa will send Ken a copy of the activities programme for Ken to send to Tony. Lisa will also suggest to Mark Vargeson of Barnet Council that the programme be uploaded to the Council's website
- **Action - ongoing**

New Action 4/B180308 - Lisa Bark to suggest to Mark Vargeson of Barnet Council that the activities programme be uploaded to the Council's website

Action 7/B180118 - Roger Chapman to review the FoFYT website's history pages

- **Status:** discussed under Section 5a below
- **Action - done**

Action 8/B180118 - Lisa Bark to inform her employer that she intended to become FoFYT chairman and inform the Trustees of the outcome

- **Status:** done and all OK
- **Action - done**

Action 9/B180118 - Ken Osborne to add the change of FoFYT chairmanship from Roger Chapman to Lisa Bark to the AGM minutes before issuing them [secretary's note - done on 21/1/18]

- **Status:** Done before issuing on 21/1/18
- **Action - done**

Action 10/B180118 - Roger Chapman to check whether the Charity Commission needed to be informed of the change of chairmanship and inform Lisa Bark accordingly

- **Status:** done - Roger had informed the Charity Commission that Lisa is the main contact (the chairmanship as such is not listed)
- **Action - done**

Action 11/B180118 - Roger Chapman to inform Karen Ali, Mark Vargeson and Faith Robertson at Barnet Council of the change of chairmanship

- **Status:** done
- **Action - done**

Action 12/B180118 - Lisa Bark to discuss the funded place scheme with Faith Robertson in due course

- **Status:** Yet to do at a suitable time in the future
- **Action - ongoing**

Action 13/B180118 - Ken Osborne to check whether the date and time of the next Board meeting is suitable for Emilia Georgiou

- **Status:** Done on 18/1/18 - Emilia awaiting termination of Barnet Council contract before she can attend - see also **Action 1/B180118** above
- **Action - done**

Action 14/B180118 - Ken Osborne to inform Jan Hassan of the date and time of the next Board meeting

- **Status:** Done on 31/1/18 and again on 12/2/18 when the date was changed to 8 March
- **Action - done**

4. Update on way ahead and FoFYT plans for 2018

4a. Discussions with FYT team – Karen Ali & Mark Vargeson

Lisa had met with Karen and Mark and discussed the running of the FYC. She said that the current activities were more-or-less self-funded and that Karen & Mark were keen for the centre to keep going and they consider that the Theatre provides an essential part of the youth service. Although the activities were not statutory they want to keep using the theatre and also use FYC as a place for youths to go with a support structure. Each of the partnerships which run the activities have to have give a certain proportion of places to disadvantaged youngsters although Lisa was not clear how the Council decides who gets free places.

Lisa said that the cafe in the foyer would open at some point - hopefully before the anniversary celebrations in the summer.

4b. Consultation document

Since the previous Board meeting Roger had discovered a "Family Hub Consultation Document" from Barnet Council which he had sent to the Trustees on 4/2/18 and Ken had emailed to the Supporters on 5/2/18 (file **Family_Hub_Consultation_document_jb.pdf**).

The document, also downloadable from <https://engage.barnet.gov.uk/Early-Help-Services-Consultation>, was issued as an opportunity to comment on Barnet Council's proposed changes to the way that they organise and deliver "Early Help Services" for families in Barnet including Family Support Services, Children's Centres & Services and Youth Centres & Services. Views on the proposals should be given by completing an online questionnaire at <https://www.surveymonkey.co.uk/r/barnet-early-help-services>.

The main issue which could affect FYC was **Proposal 3** "Reduce costs and/or increase charges or find alternative means for delivering non-statutory services" where **Option 2** is to "explore use of other buildings to host youth activities".

The consultation closes on 27 March 2018 so it was hoped that many Supporters will have responded by then.

The Trustees decided that it would be useful to prepare a common opinion on the issue to discourage the Council from seeking the use of buildings other than FYC to provide the "non-statutory" activities. Catherine agreed to draft a response to the questionnaire to emphasise that that FYC should remain as a theatre, dance and arts-based centre (albeit also supporting other youth services) which by suitable advertising to maximise

attendance should improve the viability of the building. It was noted that the sprung floor in the dance studio was far superior to normal dance floors which may exist in other hireable buildings.

[New Action 5/B180308 - Catherine Nolan to draft response to Family Hub Consultation document and send to Trustees](#)

Arjun Mitra, having discussed the consultation document with his councillor colleagues, informed all Supporters that a petition had been set-up asking the Council not to consider Option 2, or any closure of both FYC and Greentops in Colindale. He encouraged people to sign and share the petition at http://www.barnetlabour.org.uk/save_green_tops_finchley_youth_theatre. At the date of this Board meeting 85 people had signed.

4c. The Archer newspaper

It was noted that the front page of The Archer newspaper had an article on "Fears for youth theatre as costs come under scrutiny" which publicised the consultation and included comments from Lisa, Arjun and Carolyn Pickles - see **Archer 2018Mar01.pdf** at <http://www.the-archer.co.uk/archive/2018/2018Mar01.pdf> (which Ken had also copied to the Trustees).

5. Anniversary celebrations

5a. History project

Laura Davitt had emailed Lisa and Ken to arrange a meeting with to pull together the history of FYC for the "80th Anniversary" celebrations (actually the 70th anniversary).

Neither Lisa nor Ken could make the date suggested but would liaise with Laura to arrange another date.

In the meantime, Lisa suggested that we get as much history information together as possible. Ken noted that there was quite an amount on the fofyt website but Catherine had more information, photos, programmes, etc. and Ken had also recently sent Tony Batchelor scans of extracts from the Finchley Press relating to FYT. Roger also had history information.

In order to gather all of this information together Lisa created a Dropbox location for people to upload history information which we could then review and use for the celebrations.

[New Action 6/B180308 - Lisa Bark, Catherine Nolan, Roger Chapman and Ken Osborne to upload history information to the new FYT History Dropbox](#)

Arjun had also, on 5 & 6/3/18, sent copies of scanned documents relating to a Covenant on the FYT building. This seemed to be in response to a query from Catherine Atkinson. Although somewhat difficult to follow in places it seemed to allow, but not mandate, the building's use for Youth Services.

5b. Activities / events

Deal next time

6. Way ahead for the Friends including membership

Deal next time

7. Treasurer's update

Catherine said that the only Income since the last meeting had been £9.46 from PayPal donations.

The Barclays bank balance was £2480.01.

8. Date of next Board meeting

The date of the next Board meeting was agreed as Thursday 28 June at 8:15pm (at Lisa's house). However, in view of the long period until this meeting it was agreed to deal and report on actions by email with a review during w/c 16 April 2018.

9. Any other Business

None raised

The Meeting closed at 10:00pm