



Friends of Finchley Youth Theatre

Board Meeting

**Tuesday 21st June 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, Marley Seville Emilia Georgiou, Liz Sacre, Avis Johns (Social Engine Ltd.), Toby Blume (Social Engine Ltd.)

1. Introduction and Apologies for absence

Roger welcomed the attendees to the meeting. Roger had not issued an agenda although had emailed Trustees on 16/6/16 to say that Avis Johns, a consultant who has extensive background in working within the voluntary sector and in particular with inclusive theatre groups will be attending for the first hour to talk through some initial ideas that she has.

There was a round-the-table introduction for the benefit of Avis Johns and Toby Blume who were attending to present their ideas.

Toby, who lives in East Finchley, said that he was involved in setting up the Archer Academy as a Governor. His background involved helping communities and charities and enabling them to work more effectively with the public sector and to work more smartly and to control changes.

Avis, who also lives in East Finchley, works with Toby with local authorities and helps not-for-profit organisations whose programmes are not working well to cope with competition, prioritisation, improvement of strategy, the setting of goals and measurement of results - in essence to help organisations to work more effectively and engage with the community. She has worked a lot in the theatre, with disabled people and for the Discover children's story centre in Stratford, helping to bid for funding.

Roger explained the background and purpose and aims of FoFYT to Avis and Toby.

2. Minutes of last Board meeting

Discussion of the draft minutes and actions were postponed until the next meeting since the discussion with Avis and Tony and subsequent discussion by the Trustees took up all of the meeting time.

See [Annex 2](#) for the current status of actions which will be discussed at the next meeting.

3. Discussion with Avis Johns & Toby Blume of Social Engine Ltd.

Liz reported on discussions with her boss Karen Ali and Barnet Council. She said that it was not clear what Barnet Council intended to do with the existing youth services after the Youth Zone in Grahame Park was set up in 2018.

Liz said that the youth services are categorised into four programmes:

Specialist; Targeted; Universal Plus; Universal

The Specialist provision is for services requiring particular expertise ie the counselling service. FYC's work with young people with disability fits in here as it requires a level of knowledge and/or skills that a targeted youth work may not have.

Targeted services are those that target particular vulnerable groups ie young refugees, young women at risk of child sexual exploitation etc.

Universal Plus is at present difficult to define but includes services that offer a percentage of places for vulnerable young people, whatever their difficulty ie an inclusive drama group that works with young people with disability, young people experiencing mental health difficulties, and young people at risk of exclusion. These groups will also offer a percentage of places for young people not currently facing challenges.

Universal Services are services aimed at young people living in Barnet.

Liz said that Karen Ali had suggested the possibility of the Friends taking over the running of the Universal programme. Liz said this could be a stepping-stone to taking over other processes.

Emilia showed the current FYC programme of courses. Liz explained that some are run under the FYC budget but some (such as Soto Dance and Fixation Theatre) use separate companies and budgets - those classes fit into the Universal Plus category. Another provider, Airborne Circus, would fit into the Universal category.

Roger said that we hoped to come up with a proposal by September 2016 to present to Barnet Council although this was possibly optimistic. He then asked Avis and Toby to present their ideas. **The following points were made:**

- Avis said that that one question to resolve was whether FYC was a an inclusive arts centre or a youth centre - what is the driving ambition and goal - to provide a good arts service or a comprehensive youth service? She suggested that a facilitated session be held to help to resolve that issue. She continued by saying that the next question was what model or structure we wanted, eg. working in partnership with Barnet Council, acting as a service provider;
- Emilia suggested that there could be a partnership between FoFYT and the providers - which Roger thought would be a good thing to explore;
- Toby stressed that whatever we decided it needs to be commercially (financially) viable;
- Roger pointed out that there are a lot of community buildings in East Finchley - the Library, the Old Barn, the Pavilion - and wondered whether we should they try to work together with them;
- Avis said that we should not necessarily be constrained by what Barnet want;
- Marie said that she has looked at getting the building listed as a heritage site which may help in protecting the future use of the building.
- Toby said that we should look at the community value of the building. He said that the localism act gives the community an opportunity to negotiate before a building's use is changed;
- Liz said that someone from Barnet's commissioning team may visit FYC soon (they have already visited Canada Villa). She was not sure whether Barnet had decided what to do but they must somehow dovetail with the Youth Zone;
- Avis wondered whether Barnet considered FYC as an asset rather than a youth theatre;
- Roger said that we need to decide exactly what we want;
- Avis said that if FoFYT decided to ask her and Toby to work with FoFYT they would facilitate a session to decide what the vision and mission should be, what other stakeholders are there to help and what other organisations have done in similar circumstances;
- Ken asked whether a facilitated workshop should include more people than just the Trustees. He said that there were currently over 70 Supporters of FoFYT;
- Avis and Toby said that there should not be too many people, certainly less than 20 - maybe the Trustees and some providers with a couple of Supporters. The wider Supporters' group could be canvassed afterwards to get their agreement to the outcome;
- Roger said that he would need to discuss the timing of such a workshop with Avis and Toby but, bearing in mind the aim of a report in September, it would need to be soon;
- In terms of the cost for Avis and Toby to facilitate the workshop, Toby said that they would not charge their full commercial rate (which would be expensive) since they had a personal interest in the future of FYC.

Avis and Toby now left the meeting and the Trustees discussed the issue:

- It was agreed that a facilitated workshop should be set-up with Avis and Toby;

- Attendees at the workshop should be the Trustees and providers plus a few parents. Liz suggested that Stephen Allen (Lizzie's dad) would be a useful parent to attend;
- Liz said that BEAT (Barnet Education Arts Trust) was a good example of an organisation which had transferred from the Council to a Social Enterprise. She suggested that Lyn Holman-Fox, the CEO of BEAT, be invited to the workshop;
- Roger said that he would discuss with Avis and Toby how much they would charge for preparing for the workshop, facilitating and writing a report. He suggested that a ballpark figure of £1000 would be reasonable - this was agreed by the Trustees;
- Roger agreed to draft a document to form the outline for the facilitated workshop and to identify the outcomes we wanted;

[New Action 1/B160621 - Roger Chapman to draft a document to form the outline for the facilitated workshop and to identify the outcomes we wanted \[Secretary's note: done on 23/6/16 - document Taking the vision forward.docx\]](#)

- Roger said that we should agree a suitable date for the workshop and he would check with Avis and Toby how long the workshop should last. It was suggested that for maximum attendance the workshop should take place on a Saturday or Sunday day-time. He asked all Trustees to let him know which dates were suitable to them.

[New Action 2/B160621 - All Trustees to inform Roger Chapman on which Saturdays and Sundays in July and August they could attend a workshop \[Secretary's note: Roger has asked all Trustees to give their availability on Saturdays and Sundays from 9th July to 7th August for a 3-4 hour workshop\]](#)

4. Any other Business

None raised

5. Date of next Board meeting

The date of the next Board meeting was not set. It will be agreed by email after the workshop date has been held.

The Meeting closed at 9:15pm

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.

ANNEX 2 - ACTIONS FROM PREVIOUS MEETINGS TO BE DISCUSSED AT NEXT MEETING

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

- **[Status: unknown](#)**
- **[Action - ongoing](#)**

[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](#)

- **[Status: unknown](#)**
- **[Action - ongoing](#)**

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

- **Status: Done on 29/4/16**
- **Action - done**

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

- **Status:** unknown - previous status was "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:** unknown - previous status was "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 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:** unknown - previous status was "Yet to do".
- **Action - ongoing**

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

- **Status:** unknown - previous status was "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 [of 26 April]. 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**

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

- **Status:** unknown
- **Action - ongoing**

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

- **Status:** now being changed to Barclays. Roger, Catherine and Ken had met a Barclay's manager at their Finchley Central branch on 17 May and signed various forms needed to open the new account. However, due to Barclays extremely stringent rules Roger had to submit additional documentation to prove his identity.
- **Action - ongoing**

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

- **Status:** unknown - previous status was "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:** unknown - previous status was "Liz had spoken to Catherine but would talk again to try to find the wording"
- **Action - ongoing**

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:** unknown - previous status was "Yet to do"
- **Action - ongoing**

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

- **Status:** unknown
- **Action - ongoing**

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

- **Status:** unknown
- **Action - ongoing**

- **Action 7/B160426 - Roger Chapman to invite Social Enterprise consultant to next Board meeting**
Status: Avis Johns and Toby Blume attended the 21 June meeting and presented their ideas - see §3 above
- **Action - done**

Action 8/B160426 - Roger Chapman to formally thank East Finchley Open for their generous donation

- **Status:** unknown
- **Action - ongoing**