



Friends of Finchley Youth Theatre

Board Meeting

**Wednesday 8th February 2017 at 7:30pm
at Finchley Youth Theatre, 142 High Road, London N2 9ED**

Minutes of meeting

Present

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

1. Introduction and Apologies for absence

Roger welcomed the attendees to the meeting. Roger had emailed an agenda on 31/1/17.

2. Board Changes – Lisa Bark instruction as potential new Trustee

Roger introduced Lisa Bark who had responded to the Archer article asking for new Trustees.

Lisa gave some background - she had moved to East Finchley in May 2016 when her son was born and was looking for something to get involved with. She loves theatre and works for PwC (currently on maternity leave) so hopefully could bring something for the Friends.

Roger, Ken, Catherine and Liz introduced themselves to Lisa.

3. Minutes of last Board meeting

3a Accuracy and approval

The draft minutes of the previous Board Meeting held on 7 December 2016 (issued by Ken Osborne on 24/1/17 based on Catherine's notes and email feedback on action points status - file **FoFYT Board Meeting 161207-minutes-draft.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 1/B170208 - Ken Osborne to issue approved Board meeting minutes of 7 December 2016 to Board members and a redacted version to Tony to upload to the website**](#)

3b Actions from previous meeting

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

- **Status:** the group was now meeting on a regular basis at the Clissold so Roger will raise when appropriate
- **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 barres**](#)

- **Status:** Roger had now received a reply - The Archer have agreed the funding. Roger will buy the barres and claim the cost back from The Archer. When available The Archer will probably visit and publish an article
- **Action - done**

[**New Action 2/B170208 - Roger Chapman to buy the ballet barres which The Archer have agreed to fund**](#)

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 - to do at an appropriate future date
- **Action - ongoing**

Action 2/B161015 - Catherine Nolan to send History Display material to Tony to upload to the website

- **Status:** Done although Tony had some queries which has been the subject of emails between Tony and Catherine. As far as we were aware Tony has now got sufficient information and will upload the material to the website
- **Action - done**

Action 3/B161021 - Roger Chapman to investigate the possibility of getting the FYC building listed

- **Status:** it seemed that the likelihood of getting the building listed, based on the evidence available, was slim so it was agreed to discharge this action
- **Action - discharged**

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

- **Status:** Likely to be overtaken by events so discharged
- **Action - discharged**

Action 4/161021 - Roger Chapman 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:** after contacting Catherine and checking the material held by Barnet Archive there was no firm evidence for the existence of a specific covenant which would influence the future use of the building
- **Action - discharged**

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:** Roger had yet to talk to the family after sending a letter of thanks
- **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:** the cheque for the funded places to Laura should now have cleared so Roger (who has access to the Co-op account) will transfer the balance to Barclays
- **Action - ongoing**

Action 1/B161207 - Roger Chapman to create an advertisement for new board members to go in the January edition of the Archer, on the Facebook and Twitter pages, on the website and on ArtsNews

- **Status:** Roger sent an article to The Archer which appeared on page 10 of the January edition - see www.the-archer.co.uk/archive/2017/2017Jan10.pdf. There had been one response - from Lisa Bark who attended this meeting
- **Action - done**

3c. Matters arising not elsewhere on the Agenda

None raised.

4. The Way ahead - Feedback from recent visits from Barnet Council plus developing our vision

Our **Vision**, agreed at the last meeting, is:

"Our vision for the FoFYT is to ensure that high quality, inclusive and accessible arts and drama provision is made for youth in East Finchley and the wider area"

Our **Mission Statement**, agreed at the last meeting, is:

The Friends of Finchley Youth Theatre's five year mission can be divided into two stages.

The first looks at protecting the work that we do. We will do this by developing the ways that we are funded and creating unique selling points from the work that we do.

The second is to expand on what we currently do by networking with schools and local providers to positively develop and promote youth participation and engagement in arts and drama in the local

community. In the next ten years we want to create a hub for our work within the area and develop the premises to meet the needs of young people in the area.

We wish to do this for Barnet's young people, focusing on an accessible and inclusive programme. We also want to find more ways to incorporate our local community to promote community cohesion and vibrance.

Liz gave an update on recent events affecting Finchley Youth Centre. Flo Armstrong was now back in the Youth Service (she had previously been very supportive of FYC). A proposal was being prepared on how the Youth Service might move forward. Initially two guys were involved in the proposal - Liz had met them and said that they seemed very keen. Then they were moved to other duties and a new person, Ben, was now preparing the proposal whom Liz had also met. Liz was not sure what the remit for the proposal is but there is a focus on income generation. The timeline was for the proposal to be completed by mid-May for the Council's consideration in June who would then add detail for approval by the Councillors. So it could take 12 months before the final proposal was complete and approved. On that basis the full implementation may not be complete until March 2019.

Roger agreed to speak to Flo Armstrong to try to get further information.

[New Action 3/B170208 - Roger Chapman to speak to Flo Armstrong to try to get further information about the Council's proposal for changes to the Youth Service](#)

Liz explained the future Youth Zone to Lisa - due to open in March 2018 with 40 staff of whom 20 would be volunteers. It would be run as a charity but the Council will provide some capital. Liz assumed that when the Youth Zone opened it would have an impact on FYC.

Liz said that Karen is exploring the possibility for the Youth Services to become a Mutual organisation which was being investigated by Mark (who works for Liz's boss, Karen Ali). Mark was also interested in a possible merger of some part of the Youth Services with BEAT (Barnet Education Arts Trust) and his other thought was that The Roundhouse in Camden were looking for a satellite outlet (although Laura had cautioned against the Roundhouse taking over).

Roger asked about the Chicken Shed. There were now several Sheds which are standalone charities and franchises - see www.chickenshed.org.uk/find-your-nearest-shed - and Liz wondered whether that model would be suitable for FYC. Catherine agreed to investigate.

[New Action 4/B170208 - Catherine Nolan to investigate Shedlink to see if they would provide a useful business model for FYC](#)

Lisa asked how much room we had for manoeuvre to generate our own income and run classes independently of the Council. Catherine and Liz explained about Soto Dance, Airborne Circus, etc. which are independent companies. Liz explained further that the Council funded targeted work but the rest was done by these outside companies. The building could also be used for other activities but there was limited free time - the evening programmes generally start at 4pm whereas other users may want it until 6 - 6:30pm.

Lisa then asked if other theatre/arts facilities could move into FYC, eg. Bravo in The Old Bull, Barnet, Community Focus, St. Joseph's, etc. However with space and storage limitations and no off-street parking the scope for such moves was limited.

Liz agreed to contact the CEO of BEAT (Lynn Holman-Fox) to discuss possible ways forward.

[New Action 5/B170208 - Liz Scare to contact the CEO of BEAT \(Lynn Holman-Fox\) to discuss possible ways forward](#)

Lisa asked if East Finchley residents were generally supportive of FYC. Liz explained that many people are supportive but some people don't know what goes on in the building. The ability to generate publicity was somewhat limited due to Council restrictions and approvals although FoFYT could do what they wanted. Lisa thought that more could be done with the website and social media and offered to make some proposals at a future meeting. The Trustees thought that this would be very useful - as a fresh "set of eyes".

[New Action 6/B170208 - Lisa Bark to make proposals for improvements to the website and social media to better publicise the facilities at FYC](#)

Lisa also wondered whether structural changes to the building would improve its usefulness. She had a local architect friend (retired) who she could ask to look around and offer suggestions.

[New Action 7/B170208 - Lisa Bark to ask her local architect friend to suggest whether structural improvements to the FYC building would be useful and feasible](#)

Roger now reviewed the Objectives agreed at the last meeting to comply with our Vision and Mission Statement:

- **Throughout 2017** - research into and fundraise/gain sponsors within the community/complete grant applications. Focus on the building and young people.
- By **January 2017** - brighten up the marketing/social media in preparation for the advertisements going out for new Board members - done with Archer article - see **Action 1/B161207** in **§3b** above and supplemented by **New Action 6/B170208**
- By **May 2017** - consider the structure and constitution that we follow.
- By **December 2017** - put on some type of festival which incorporates the local community and promotes community cohesion.

Roger considered that the current actions were in line with these objectives.

5. Finance report including information on funded places

Catherine reported that the current bank balance in the Co-op account was **£2652.47**. As mentioned above (**Action 7/161021**) this would be transferred from the Co-op to Barclays.

There were no further requests for funded places.

6. Any other Business

6a. Approval of Lisa Bark as Trustee

Roger asked the Trustees whether they were happy for Lisa to become a Trustee - all agreed so Roger will get Lisa added to the Charity Commission list of FoFYT Trustees.

[New Action 8/B170208 - Roger Chapman to get Lisa Bark added to the Charity Commission list of FYC Trustees](#)

6b. East Finchley Festival

Roger said that the East Finchley summer festival would take place on Sunday 25 June.

6c. Destination East Finchley

Roger mentioned that Martin Primary School is involved in a major initiative entitled "Destination East Finchley" to celebrate the diversity of the school and the wider local community. Further details are given in the February 2017 edition of The Archer - see www.the-archer.co.uk/archive/2017/2017Feb01.pdf.

6d. Finchley Charities

Finally Roger mentioned that the Finchley Charities (which was established in 1488 - see www.thefinchleycharities.org) has bid for a Lottery Fund grant to get their historical documents archived. They were also thinking about putting on an historical dance theatre show in 2018 which could involve FYC.

7. Date of next Board meeting

The next Board meeting will be held on Tuesday 21 March starting at 7:30pm.

The Meeting closed at 8:45pm

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.
