**STABLES THEATRE & ARTS CENTRE**

**Minutes of the meeting of the COUNCIL OF MANAGEMENT**

**held by video link on 23rd February 2021**

**PRESENT:** Neil Sellman (Chairman), Harriet Davey (Hon. Secretary),

Henri Hayler (Hon. Treasurer), Cliff Brooker (Vice-Chairman),

Tim Pearce (Vice Chairman), David Harding, Gill Jenks,

Yvonne Rees, Andrew White,Mike Willard

**APOLOGIES:**  Sue Dengate

1. **Minutes of the Previous Meeting:**

The Minutes of the meeting held on 26th January 2021 were approved by the Council and signed by the Secretary on behalf of the Chairman.

1. **Matter Arising:**

**a) ACTION:** Re-vamp of Theatre membership to be discussed **(NS/HH).**

**b) Art Gallery –** Quotes have been received re. new hanging and seating have not yet been studied.

**c) Volunteers:** Henri has not yet heard from the person who is to help him with accounts etc.

**d)** A quote for repairs etc. to the sandstone wall has been received (very high)

**ACTION:**  More quotes needed.

1. **Departmental Reports:**

**Chairman/PAG – Neil Sellman**

**a)** P H– This member has been causing a lot of trouble with several departments/Volunteers at the Theatre.

**ACTION:** Advice given not to answer emails from personal addresses.

**b)** We have receive £500 for this month’s repayment of business rates.

**c)** Filming will be taking place at the Theatre during the next week.

**d)** The programme is currently being planned for when the Theatre can open.

**Vice Chairman – Cliff Brooker - Printing and Design**

**a)** It was agreed to erect a banner on the newly renovated front of the building with wording such as “Back on midsummer’s night!” to let the public know that we will be opening soon.

**ACTION:** Wording to be confirmed **(NS/CB).**

**Vice Chairman – Tim Pearce – Marketing**

**a)** Tim’s suggestion that we launch a “What’s going on at the Theatre” pamphlet was agreed. This will enable members to keep in touch especially during these uncertain times.

**ACTION:** Meeting to discuss **(TP/NS).**

**Treasurer – Henri Hayler**

**a) ACTION:** It was agreed to find out if the Theatre is eligible for an energy renewal grant for businesses and then obtain quotes and apply **(HH)**.

**ACTION:** Meeting with backstage team to be arranged **(GJ).**

**ACTION:** Andrew White to head small group to deal with these issues.

**Secretary/Membership – Harriet Davey**

Nothing to report.

**Art Gallery - (Yvonne Rees)**

**a)** Yvonne Rees reported that there are six exhibitions in the pipeline. These will be publicised as soon as there is news as to when we can re-open.

**ACTION:** Artists to be contacted **(YR).**

There was a discussion on how we could use the Gwen Watford Gallery as a second space.

It was agreed that as soon as possible we organise an exhibition of the late Bruce Veness’s work.

**ACTION:** Artists’ contracts to be updated; David has sent suggested amendments to Neil and these will in due course be updated.

**Backstage – Gill Jenks**

**a)** The Backstage team are re-grouping ready for opening the Theatre.

**b)** General maintenance/tidying is in hand.

 **Events – Victoria Fay**

Not present.

**Heads of Departments/Archives – Sue Dengate**

Nothing to report.

**House and Grounds – Mike Willard**

**a)** Contracts re. the car parkneed to be looked at as soon as possible.

**ACTION:** Paperwork to be sent to Neil Sellman to be forwarded to David Harding **(MW).**

There was a discussion on how to manage the car park at the present time to prevent anybody not associated with the Theatre from parking. Barriers etc. were discussed.

**ACTION:** Group to be set up to deal with matters arising from misuse of the car park.

*\*\*\* (after the meeting Andrew White agreed to lead the group)*

**b)** Scaffolding on the building has been removed. It was agreed that we should retain £1,000 until we are entirely satisfied with the work done.

 **Legal Advice – David Harding**

**a) ACTION:** Meeting to be arranged to discuss the Constitution **(DH/SD)**

**b)** Some of the paperwork has been received from NatWest; we are still waiting for the remainder to arrive.

**ACTION:** If no further information is forthcoming action to be taken with that which is in hand.

**ACTION:** To be discussed with Sue Dengate **(DH/SD).**

**c)** It was agreed that the Annual General Meeting will be held on Tuesday 25th May either in the Theatre or remotely, whichever is possible on that date.

**ACTION:** Papers to be prepared and notices sent out **(HD/DH/NS).**

**ACTION:** Council to approve a resolution to postpone the AGM if this becomes necessary.

 **Andrew White**

**a)** Hastings Borough Council have not yet replied to emails etc. re. the fence/hedge on the High Street side of the building.

 **ACTION:** Quotes for cutting hedge etc. **(NS).**

**4. Any Other Business:**

**a)** It was agreed that a Volunteer is needed to produce a quarterly newsletter, to link into the membership database.

 **b)** The new programme is under review.

 **c)** It was agreed that the Theatre should take place in Hastings Carnival.

**ACTION**: Obtain information re. the Carnival ie. will it take place online **(YR).**

**d)** It is understood that May Day celebrations will take place online again this year and, if so, the Theatre should take part.

**ACTION:** Information to be sourced **(YR).**

**e)** An enquiry from Chicago Heights re. the exchange planned for June 2022 has been received.

**ACTION:** Any information to be sent to Harriet.

**f) ACTION:** Council members were asked to inform Harriet of the death of any of our members.

**ACTION:** List to be made for Theatre records **(HD).**

**g)** It was announced that the gardening group would re-commence work at the end of March.

There being no further business, the meeting ended at 8.45pm.

The next meeting of the Council of Management will be held on Tuesday 30th March 2021 at 7.30pm.

**CHAIRMAN Date:**