

**NTC Minutes  
of Committee meeting held on  
Tuesday 2nd Feb 2021 on a Zoom conference call**

**Present**

Sue Small (Chairman), Moira Cane (Secretary), Fred Johnson (Treasurer), Alastair Callcutt, Paul Evans, Dom Thomson, Kay Murray, Owain Jones, Alex Farrell, Rebecca Mason, Lee Copp

**Apologies**

None

**Draw for Arch 200 Club**

The winners of the draws over the last 3 months are as follows:

November

1st prize Nansi Small

2nd prize Emma Byrne

3rd prize Nansi Small

December

1st prize Hannah Few

2nd prize Graham Harris

3rd prize Rebecca Mason (who would like the money donated to Network Theatre)

January

1st prize Deborah Williams £52.50

2nd prize Eileen Heaney £31.50

3rd prize Mark Warren £21

Once promotional material has been written by Dan Young and Mike Wyer the Arch 200 club can be advertised.

**Minutes of 5th January 2021**

The minutes were signed off as a true record of the meeting.

**Matters arising**

RM will draw up a 'Signing Authority' document and will present it to the committee at the next meeting - ongoing

**Chairman's report**

SS has been to the theatre to check that all is well.

**Treasurer's report**

The current bank balances are:

Main account: £ 4511.72

Bar account: £ 5514.10

Main movements:

Income: £10 donation and £25 from Dan Young - subscription payment.

Expenses: £14.00 in respect of the WIFI, £84.46 to Network Rail in respect of electricity for the period April 2020 to Mid-September 2020. (Other bills are expected and will have to be taken into account in the balances), Payments to David Miller Insurance of £105.00 for one month's extension on the policy and £84.46 for Terrorist cover and £14.39 for Zoom membership.

A survey for the claim for a rent-free period was completed and sent back to Network Rail but no further communication so far.

A survey has been completed for PRS in respect of live performances which was a nil return.

### **Future Productions**

- *Back With Love*

LC reported that members were disappointed that the production has had to be deferred but that he assured them that he has a record of all the interest expressed.

### **Committee members reports**

#### Diary

There can be no bookings at this time.

RM has done a first cut of the contract and sent it to LC.

#### Marketing

Jennie Rich does occasional tweets for the theatre.

DT will advertise *Ghosts* reading by zoom on Tuesday 16th Feb at 7 pm on the FB events page.

FJ will send the zoom details to DT

#### Bar

Nothing to report.

#### Premises & Technical

All mirrors have been logged in the props database.

#### FOH and Bar Volunteers

Nothing to report.

#### Reading panel

OJ suggested that Network could do a reading of *Heartbreak House* (Noel Coward) and sought ideas from the committee on how to manage it. MC reported that she and FJ were going to take part in an online reading of *Heartbreak House* with a drama school on Thursday 11th Feb and will feedback thoughts on how this reading was handled.

AC offered to direct/coordinate a reading of *Ghosts* (Henrik Ibsen) on Tuesday 16th Feb. He will assign parts on the evening when people sign in. A link to the text will be put in the newsletter and also on the events page.

OJ will contact Rosie de Vekey to see if he has any material for an online reading.

#### Membership

There are 61 active members.

#### Compliance

RM is pursuing the insurance claim. It is now with lawyers.

RM will liaise with FJ about this.

RM will also provide some quotes for the insurance policy for the coming year.

### **NTC COVID19 Strategy**

This will be revisited when it looks like the theatre can open again.

### **Date of next meeting**

Tuesday 2nd March 2021

The meeting closed at 20.00 pm

