

**NTC Minutes
of Committee meeting held on
Tuesday 5th April 2022 at Network theatre**

Present

Moira Cane (Secretary), Fred Johnson (Treasurer), Alastair Callcutt, Paul Lunnon, Dom Thomson, Owain Jones, Kay Murray

Apologies

Sue Small, Alex Farrell, Lee Copp, Sarah Wenban, Rebecca Mason, Paul Evans

Draw for Arch 200 Club

Dan joined the meeting and did the February and March draws. Winners were:

February

1 st	Graham Harris	£35.00
2 nd	Ruth Sanderson	£21.00
3 rd	Mark warren	£14.00

March

1 st	Emma Byrne	£35.00
2 nd	Emma Byrne	£21.00
3 rd	Victoria Waddington	£14.00

Update on Current Production (Much Ado About Nothing)

KC Lylark (Producer) attended the meeting to give an update. Rehearsals are going well with some cast members off book. Some cast members have already sourced their costumes. There has also been a lot of interest around tech and crew and it was suggested that some of those who had volunteered could be asked to FOH. AC reminded KCL that there were still some cast members who had not paid their participation fees and they will follow this up at the next rehearsal.

KCL will send names of crew members willing to do FOH to MC

Minutes of 8th March 2022

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

Matters arising

PE will draw up a list of strategies to try if the card reader fails to work. These will be printed off and put on the bar wall. – Ongoing

MC will bring in a folder to hold photos, posters and programmes. This will be kept in the bar area until PL has an opportunity to digitally archive them.

Chairman's report

None

Treasurer's report

The current bank balances are:

Main account: £150.55

Bar account: £721.41

Main movements:

Income: £10.00, £200.00 transferred from bar account, £1236.00 Ticket source sales for The Seagull, £60.00 Ticket source sales for auditions for Much Ado About Nothing and £432.23 cash for various items.

Expenses: £75.52 in respect of the WIFI, £1285.00 in respect of insurance premium, £100.00 deposit refund, £2725.59 Bar purchases £6693.12 Network Rail rent and service charge and £5.00 charges.

Still to be paid is £1170.00 balance on works for the kitchen (However Dan Young on behalf of The ARCH200 club did hand FJ a cheque for £2340.00 being the value of the whole works), Network electricity charges £215.71, £250.00 deposit refund and £194.40 for the cleaners.

Note Paypal Account £7101.69

Future Productions

- Pygmalion Reading – RM will now take the lead on this and DT will do marketing
- *Incomplete* – No Update
- *Dead Man's Cell Phone* – PE is contacting the director to advise on any help that the committee can give for this production.
- *Cinderella* – PE (the director) has had meetings with tech crew and confirms he has a MD

Reports from committee members

Diary

Set build for MAAD has been set for 9th and 10th April. Whilst this is early PL has confirmed that if the theatre is needed for other usage it would be easy to work around the flats that constitute the set build.

Marketing

DT confirmed that he has had discussions with KCL regarding marketing of MAAD and that they will take on the role with help from the wider cast and crew. DT will put up posts about the reading and upcoming social event. (Rock and Roll Bingo)

Bar

The bar will be stocked prior to MAAD. KM will check details on the Bookers card with a view to recovering the one currently held by Terry Wynne who due to health issues is currently unable to act as back up.

MC is drawing up the list for bar staff for MAAD

Premises and Technical

- Toilet water works – PE has finally got enough from the plumbers to draw up a risk assessment. However, he has been unable to confirm an access date with Thales.
- Not aware of any major maintenance work needed.
- Has only had 5 responses from the survey asking for people who would be interested in being involved behind the scenes. DT confirmed that he had posted this on social media but only this week.

FOH and Bar Volunteers

None

Reading Panel and Social Events

Nothing to report on new writing. The next social event will be Rock and Roll Bingo on 14th April and the May event will be a pub quiz.

Membership

There are 97 active members.

Compliance

Nothing to report

AOB

PL has been looking at the web site with a view to improving the quality of the photographs posted and will keep the committee informed.

Date of next meeting

Tuesday 3rd May 2022 at Network theatre @ 7 pm.

Meeting closed 8.10 pm

A handwritten signature in blue ink that reads "J Small". The signature is written in a cursive style and is underlined with a blue line that ends in an arrowhead pointing to the right.