

Signed by: *Jaqueline Wardlaw*
Maurice Chirke
CRICKLEWOOD COMMUNITY PLAY

MINUTES OF FINANCE COMMITTEE MEETING

9. October 1992

HELD ON SUNDAY, 6 SEPTEMBER 1992 AT 11.00 AM

[REDACTED]

Present : Anita Geaney
Bernadette Hourigan
Bob Rae
Mossie Quirke
Jackie Warlaw

(There were no apologies.)

1 The minutes were reviewed.

2 The Projected Budget was reviewed and the following changes were made:

2.1 Expenditure

- Director's fee changed from July to April.
- Designer's fee split into three payments
 - 1 September 1993
 - 2 November 1993
 - 3 December 1993
- Additional funding for composition of music as well as funding for Musical Director.

Musical Director's fees split three ways

- 1 September - £2,000
- 2 October - £2,000
- 3 December - £2,000

Fee for composition may be £2,000 - to be paid in November.

- Production Managers' fee split three ways

- 1 October - £1,000
- 2 November - £1,500
- 3 December - £1,500

2.2 Income

- It would be necessary to form a new committee for fundraising.
- The following changes were made:
 - £2,000 added to Charities and Trust.
 - £2,000 taken off of the £15,000 Sales of Tickets bringing it to £13,000.
 - April grants increased by £2,000 to £22,000.

3 FUNDERS

- 3.1 Old Bull Arts Centre in Barnet recommended talking to Mr Bramwell, Arts Officer, London Borough Grants Scheme (081 891 5021).

Action : Bob would arrange a meeting with Bramwell but he would not be able to do this before 28 September.

- 3.2 The London Arts Board will only fund professional involvement. Sue Timothy is the Director of Drama.

Action : Mossie to contact her (Tel : 071 240 1313) to find out when to apply for these grants, what are the deadlines, how to do it and what their priorities are. Also to discuss with Sue if the Play Co-ordinator is considered to be professional input. We are looking for project fund. Inform her we do not wish to use All Change because we need to learn the skills that they would provide, and we can draw upon the resources and skills of the community in order to put together the Community Play. Also ask Sue about Outer London Development money.

- 3.3 Brent

Action : Anita to contact John Rosevere, Arts Funding (Tel : 081 900 5625 - first contact already made by Bob) to arrange a meeting for a Friday so that Mossie can also attend. Mossie will be the linkperson for all meetings with funders for continuity.

Send out the package after making a phonecall to John Rosevere.

Address - Art and Library Business Unit
Borham Park Library
Borham Park
Harrow Road
Sudbury HA0 2AB

- 3.4 Barnet

Action : Bernadette to contact Joanne Hawley (081 368 1255 Ext 3152). Forms for the Milli Apthorp Charitable Trust have already been obtained by Bob and need to be completed. Barnet may also fund co-ordinators fee and rent for office.

3.5 Camden

Action : Jackie to contact Dan Shaw. Mossie to make the appointment as Jackie is not available.

3.6 Arts Council of Great Britain

Need to be approached for funding for the Writer and Composer.

Action : Mossie to speak to Sue Timothy about this.

3.7 Outer London Borough Grant

- Inform Johanne

We need to ask both Brent and Barnet if they will apply for this grant for us (OLDS).

Action : *Anita Brent
Bernadette Barnet*

4 CHARITABLE TRUSTS

A reminder to all committee members to make detailed notes when talking to funders etc on the telephone, ie

- Who to talk to?
- What information is needed?
- Do we fit into the criteria?

Contact Mossie for Charity and Trust contact numbers, and if you need more information (081 452 8152).

Send Mossie a copy of all letters that go out to Funders.

ACTION

Guilbenkian

Bob

Carnegie Trust

Mossie

J Paul Getty Junior Trust

Jackie

Paul Hamley Trust

Bernadette

Waites Foundation

Anita

Telethon

Mossie

Comic Relief

Jackie

The next Finance Committee meeting will be held on Friday, 9 October at 8.00 pm at Bernadette's (21 Oak Grove).

5 **BUSINESS SPONSORSHIP**

ACTION

Bank of Ireland
Allied Irish
Fiddlers Elbow

Jackie

Guinness
Guinness Peat Aviation
Barclays Bank

Mossie

Nat West Bank
Keith Bailey Travel
Tara Travel
Aer Lingus
B&I
Kings Crisps

Bernadette

Samuelson (Production Village)
Food Giant

Anita

Donaghues (Builders)
Careys (The National)

Bob

Action : Research what they will want and maybe send them some written information on CCP.

6 **'PACKAGE'** To contain:

- 6.1 A Report on progress so far to be completed by Anita and Bernadette in a Bulletin format, rather than a letter. This will mention that permission has been received from John B Keane to use 'The Bodhran Makers'. This should be amended for Friday, 11 September.
- 6.2 A 'track record' of committee members to be completed by Mossie. Each member to prepare a short CV for the Steering meeting on 11 September.
- 6.3 The Budget to be amended by Jackie for 11 September.
- 6.4 Aims and Objectives to be completed by Anita and Bernadette.
- 6.5 Sheet of original introduction.
- 6.6 Flowchart - month-by-month incomings/outgoings - Mossie to complete.

7 **DATE OF NEXT MEETING**

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