

Bernie

MINUTES OF FINANCE SUB-COMMITTEE

SATURDAY 24th OCT 1992 - 7.30 pm

Present: Bernadette Hourigan

Anita Geaney

Robert Rae (Chair)

Mossie Quirke (Minutes)

Apologies: Jackie Wardlaw

1. Chairing of Finance Meetings

The Minutes taker of one meeting will be the Chair of the next meeting.

Hence the role of Chair to rotate around the team.

2. Minutes of previous meeting

2.1. Budgets have been revised but will need further revision in view of discussions with LBGS

2.2. Fundraising Committee: the general meeting (3.11.92) to set up this Committee.

2.3. ACTION on premises: Mossie to pursue possibilities with Dan Shaw (Camden)
Bernie has one contact at Barnet (Western Lettings). To pursue.

Bernie has left a message with Gerry Boyle (CIU) to talk about the club for the general meeting. To pursue.

Anita to see John Roseveare (Brent) to discuss office premises

2.4. Bob explained about the two Outer London Development Funds. LBGS and LAB each have one, but they are completely independent of each other. Application to the LAB Fund has to be done through Joanne Hawley (Barnet) and John Roseveare (Brent). Barnet has not established criteria yet, but they are likely to prioritise their present revenue funded groups in their application. We must try and win their support for us. Need to lobby Brent too - pressurise Arts Officers.

2.5. Mossie reported back re. LAB. Helen Carter had no information on Access Funds. No project officer has been appointed, nor is there any time schedule for setting up a procedure for groups to apply for Access grants. We are deeply dissatisfied with this response from LAB - particularly in view of the serious questions it raises about their attitude to Equal Opportunities. If no progress soon, letter to be sent.

2.6. Mossie contacted Therese Kennedy (Federation of Irish Societies) re. data on Irish community in London. ACTION: Mossie to make enquiries to BIAS.

- 2.7. Bob reported back on salary rates for directors from Equity and the Directors Guild. These rates support and justify our projected director's fee.
- 2.8. Changes to Budget: Projected Outgoings -
- | | |
|-----------------------|------|
| Community Play Office | 2400 |
| Writer's fee | 3000 |
| Costumes | 4000 |
| Set & Props | 5000 |
- Mossie to arrange these changes to the Budget (ACTION)
- 2.9. Changes to the Pack: Budget changes to go to Mossie/Jackie
All other changes to go to Marie.
- 2.10. Info on Waites Foundation received.

3. LBGS Meeting

Bob reported back on his meeting with Bramwell Osulo (LBGS) on 22nd Oct 1992. For details refer to separate report presented by Bob. The following ACTION was decided on:

- 3.1. Change title page of pack to : Cricklewood Community Play Association/ presents/ John B. Keane's/ The Bodhran Makers/ An Irish Community Play for [People in] North and West London.
- 3.2. Changes to Aims and Objectives:
- point 1 change "Cricklewood" to "London"
 - point 2 insert "in Cricklewood" after "community event"
 - point 3 delete "in Cricklewood" and change "its" to "their"
- This revised version of Aims and Objectives only to go to strategic funders. For more locally focused funders, eg the boroughs, local business sponsors etc , we will keep the original wording.
- 3.3. Bob to rework pp 2,3 and 4 of the pack to emphasise the benefits and positive aspects of the project eg Integrated Arts approach. Information to include - Workshop titles and dates
Performance dates
Rehearsal details
Venue
Size of audience
- 3.4. Bob to take over application to LAB from Mossie
- 3.5. When talking to any possible funders, state that LBGS and Barnet (Joanne Hawley) are supporting us. Encourage them to contact Bramwell Osulo.
- 3.6. Bob to produce a summary page, incorporating the gist of the Pack
- 3.7. Mossie to contact Baring Foundation
- 3.8. When the Fund-raising Committee has been formed, we will talk to them about the possibility of organising events where we have the bar license to maximise profits from the event.

- 3.9. Mossie and Jackie to redraft the Business Sponsors' letter which Mossie presented in first draft. Include some reference to sponsorship in kind.
- 3.10. ABSA will match business sponsorship that we gain with a percentage contribution. Mossie to follow up with enquiries.
- 3.11. Memo to all: we must remember to record any sponsorship or assistance in kind as income, eg any help with office space or services will be INCOME and can be used to demonstrate various organisations' support for the project.
- 3.12. We will approach organisations such as Jamiesons, Powers, Sony etc for donations of goods that could be used as raffle prizes. These to act as further contributions in kind.

4. The Pack

- 4.1. Mossie to get the disk from Marie to amend the budget
- 4.2. Mary and Kathryn to amend the Flow- Chart
- 4.3. The Constitution still needs sorting out
- 4.4. Budget: Mossie and Bob to meet on Tuesday 27th Oct at 10.00am at Bob's to work on revisions.

5. Waites Foundation

ACTION: Bernie and Anita to work on a letter - pass on to Bob (and Bramwell) - for suggestions/comments.

6. Paul Hamlyn Trust

Problems with criteria - not looking too hopeful

7. Brent

ACTION: Anita to set up a meeting with John Roseveare. Bob to support.

8. Milly Abthorpe

Bernie overseeing application for next financial year. Deadline is in December. Awaiting revisions to the Budget.

9. Contacts with Trusts and Foundations

ACTION: Anita has taken the Directory with a list of suggestions from Bob. To make as many enquiries as possible.

10. Next Meeting

8.00PM ON Wednesday 11th November 1992 at Mossie's