

Cricklewood Community Play Association

MINUTES OF FINANCE SUB-COMMITTEE MEETING

HELD ON WEDNESDAY, 11 NOVEMBER 1992 AT 8.00 PM

AT 147 FLEETWOOD ROAD

Present : Anita Geaney
Mossie Quirke
Jackie Warlaw

Apologies : Bernadette Hourigan
Bob Rae

1 The minutes were reviewed.

Premises

2 Brent suggested Cricklewood Library as possible office space. **Action** : Anita to follow up with John Roseveare.

Brent Irish Advisory Service

3 Mossie has sent letter to make a contact. **Action** : Mossie to phone again.

4 Changes made to Budget and pack by Marie - all information held on computer.

Wates Foundation

5 January selection deadline. **Action** : Anita to send off letter before Christmas.

6 Flow chart needs to be revised with more information on dates of workshops and titles, rehearsal dates etc. **Action** : Mossie to: (1) Check with Bob who is doing this; (2) make copies of summary pages from pack for Finance Committee.

7 Jackie wishes to be link person between the Fundraising Committee and the Finance Committee. Issue to be raised at the Steering Committee.

Absa

8 Mossie reported that Absa will match the funds given by first time business sponsors to the Arts. Businesses who have sponsored the Arts before give less, any company that is 'established' (ie has given to the Arts more than three times) will not be matched. **Action** : Mossie to still approach companies for donations to find out if they have previously given to the Arts.

The Constitution

9 **Action** : Mossie raising the issue with Bob, and can we use someone else's charity number for Charitable Status?

10 Meeting with Brent

Anita and Bob had a very successful meeting with John Roseveare. Brent have agreed to give us £5,000 - well done Anita and Bob!! Full details with Bob (minutes from meeting with John Roseveare). **Action** : Mossie to ask Bob on Friday to pass notes on to Anita.

11 Barnet

Action : Mossie to liaise with Bob on Bernadette's form for Barnet.

12 Disabled Access

Need to bring this issue up at the Steering Committee meeting. How to attract and involve people with disabilities?

13 Trusts and Funds

Anita has contacted various trusts.

Save and Prosper - letter to be sent to Mr John Shelley as soon as possible. They give grants of up to £2,000. Special needs, people with disabilities, inner-city given priority - some funding for Arts projects.

Reader's Digest - to be contacted again to speak to right person (Tel (071) 629 8144).

Laing - Write telling them about the project and what we want funds for (Tel (081) 959 3636).

Paul Getty - Apply next June 1993. Have received information from them (Tel (071) 486 1859).

We still need to contact:

Bernard Sunley - Tel (071) 287 8333

Royal Victoria Hall Foundation - Tel (0932) 782341

The Princes Trust - Tel (071) 430 0542

Boots Charitable Trust - Tel (0602) 49185

14 Minutes signed.

15 The Pack

Looking at the profiles, a treasurer is needed. Anita doesn't want to do it. Ideally person should be in both Finance and Fundraising Committees.

16 Kathryn to be asked to change with Jackie to be in Publicity Committee and Jackie to be in Fundraising. Raise at Steering Committee meeting.

17 Marie to be written in as secretary.

18 Monitoring and Evaluation

Mossie to include the above in the Pack. The minutes to be 'open'. An evaluation form (questionnaire) to be given to all participants of the play.

19 Budget Income

Needs to be revised - Camden missed off. **Action** : Mossie needs to link with Marie for revision and circulation of the Pack.

20 Brent

John Roseveare has agreed a grant of £5,000 and has asked for an invoice for the Play Co-ordinator's wages for February and March (£2,000). We will be taking part in the Brent Festival which is launched on 17 March. Our suggested workshops are:

Writers Group/Reminiscent Groups

Literary - March to October

Drama (Mossie) *+ BSB*

Music (Bernadette)

Design (Anita plus a designer)

Dance (Anita and Kevin)

As part of the Brent Festival, Brent will invite John B Keane over and this will be an ideal time for us to launch the Project (20 March at Aras Na Gael). Brent will cover the cost of this.

21 Barnet

Action : Mossie to talk to Bob.

22 Trusts and Charities

Anita will show letters to committee before posting.

23 Baring Foundation

Action : Letter to Bramwell Osula.

24 **Action** : Anita - Wates Foundation letter.

25 **Action** : Bob dealing with FSA.

26 Business Sponsorship

Action : Mossie to look into charges for 'exclusive sponsorship' etc. Phone Therese Kennedy (Confederation of Irish Societies) and Bramwell Osula.

27 Press and Publicity

We need to raise at Steering Committee. A pack to be given to the Publicity Committee.

28 National Conference on Community Plays. Mossie to produce a report.

29 No other matters raised.

30 Date of Next Meeting

Monday, 23 November at 8.00 pm.
Venue : 147 Fleetwood Road.

ANITA GEANEY

18.11.92