From: Hodgekiss, Claire Sent: Fri 02/05/2008 14:31

To: Power, Philip W

Cc: ICSM SU President - Tim Wills; Lawrence, Hannah; Perkins, Alexandra; Atkin, Catherine

Subject: RE: Garages at Wilson House

Dear Philip,

Thank you for your email. As President of the ICSM Light Opera Society, I am responsible for the garages that belong to us.

Firstly, I was unaware that the sheds were unlocked and having spoken to my backstage managers they have informed me that one of the sheds was secured with a padlock so we are puzzled as to where this has gone. We will rectify this immediately.

We were also a bit confused about exactly which sheds you were talking about. Opera use the 2nd and 3rd sheds from the right. The 2nd shed on the right we use for all our wood, props, flats, paint, tools etc. This was cleared out over the summer by hiring a huge £350 skip (paid for by ourselves) and disposing of all that was not required which is why the shed now looks less crammed (and why we can now actually shut the door as well!). After the show everything that was not required was disposed of, so as far as I'm aware there is nothing significant left to be binned.

I must point out that we purposefully have tried to keep the shed not competely full because it was very dangerous before with planks of wood, paints tins and metal poles which would keep falling on people as they scrabbled around in there to try and find things. We have also tried to keep it clearer because any flats and props that we were trying to save for future productions, to reduce our costs each year, were becoming increasingly damaged by being squashed in amongst everythig else.

The third shed from the right is where we store our staging. We have spent over £2,000 repairing it this year and therefore need to take extra care that it is stored correctly. This is to ensure the bases and the ends don't come into contact with water running through the sheds whenever there is heavy rainfall, causing the wood to rot, which is what happened to our stage before. The stage fills most of this shed. Having spoken to past and present backstage managers we do not feel that we will actually be able to condense all the contense from the two sheds together.

As for the shed on the far right, the workshop, I emailed you back in the summer to ask about using the space for the repair of our stage. This was then stored there briefly until we moved it for the show, but there should not be anything from the Light Opera Society in there anymore. If I am wrong then please do let me know.

I hope this answers your queries,

Best Wishes,

Claire Hodgekiss ICSM Light Opera Society President 2007-2008 **From:** Power, Philip W **Sent:** Tue 29/04/2008 12:12

To: Bailey, Martin; Hodgekiss, Claire; Marsh, Rachel

Cc: ICSM SU President - Tim Wills **Subject:** Garages at Wilson House

Dear all,

I'm hoping I am emailing the right people and that you might be able to cast some light on the contents of some of the garages at Wilson House.

Two of the garages contain large amounts of wood, staging etc.. Neither of these garages are full and we need to consolidate the contents of these two garages into one. I recall one of the clubs (Opera I think) asking to use one of these garages for making staging or sets earlier in the year. Anything that is genuine rubbish needs to be binned. Both the garages in question are not locked.

Is anyone able to update us on who the staging, sets etc,.. belong to?, and arrange for it to be consolidated into one garage?

Thanks, Phil

Phil Power Membership Services Manager Imperial College Union Beit Quad, Prince Consort Road, London. SW7 2BB P: 020 7594 8125 F: 020 7594 3496

E: philip.power@imperial.ac.uk