



Minutes of Committee Meeting held on Tuesday 10 November 2009 at Gateways, Station Road, Shiplake

Present:

Liz James, Hilary Tucker, Mark Manson, Gareth Jones, Angela Cadman

Apologies:

Penny Caudle, Liz Thomas, Steve Matthews, Mel Crowder, Beryl Lawson, Fred Lawson, Dominic Mayer, Angela Jones

1. Metamorphosis (Financial Report)

Gareth went through this as the bill from the Memorial Hall had now been received.

The production did more than break even which was very good. The net proceeds were £78.76.

Gareth also gave a general financial report as at 9 November 2009 (appended to the original minutes).

We are generally 'down' about £500 on the year, which is OK but there will be no Panto to make this up again.

We have £5607.98 at the moment, but there are no current outstanding expenses.

2. January Play Evening

Gareth reported that there had been a very disappointing turnout at the audition/open evening and no newcomers as a response to the newspaper ad/website ad.

It was a pleasant/fun evening for those attending and we read through extracts from both potential plays (Little Grimley and Gosforth).

Gareth would send out an email to prospective cast and crew (copy appended to original minutes) and would contact all those involved by phone to confirm their roles and tasks so individuals would be clear what they needed to do and when.

ACTION: GARETH [IN PROGRESS]

There were enough participants to cast both plays so 'Little Grimley' and 'Gosforth's Fete' will proceed.

Gareth has had permission to perform from Samuel French and will get the licences sorted.

ACTION: GARETH

Gareth went through the potential cast and crew + potential rehearsal schedule.

Not all production positions are yet filled.

The casts will meet for several read throughs before Christmas (in houses) and then have more intensive rehearsals in January.

Gareth will ask the cast to meet for Little Grimley so they can sort out read throughs. The cast will essentially direct.

Hilary and Liz James will ask the cast to meet for Gosforth. There is no director at present – one will be needed after the initial read throughs. Cast to meet at Liz and Terry's house.

Casts to flag up complex props to Gareth before Xmas so the appropriate people can start work on them.

ACTION: HILARY, LIZ JAMES, GARETH, ALL CAST AND CREW OF JANUARY PLAYS [IN PROGRESS]

3. March Play Evening

Steve reported (by email) that he was sourcing scripts and would liaise with Mel so that a shortlist could be formulated. He envisaged a thriller or a mystery play with varied parts.

The committee agreed that it would be best to devote the next committee meeting to selecting the final script (and to look at a synopsis in advance) and that the best time would be the first week in December. This meeting will have to be arranged around the January play read throughs.

Hilary would write to Steve and advise what was discussed, would ask Steve and Mel for suggested meeting dates and then send this date out to the rest of the committee.

ACTION: HILARY, STEVE, MEL, COMMITTEE [IN PROGRESS]

4. Costume Sort Out

This is not proceeding at present.

5. Calendar

This will be left to the next meeting (Penny is progressing this).

ACTION: PENNY

6. Cast and Crew Meal

It was agreed that we will leave this in view of the many read through meetings and proximity to Xmas.

7. AOB

Gareth reported that he had been looking into the new child protection policies and enhanced requirements for vetting of adults etc.

Discussion followed as this is an important issue if children are involved in future productions.

These rules will be phased in during 2010 so this is an ongoing issue.

8. Next meetings

Gareth will arrange a Little Grimley read through

Hilary and Liz J will arrange a Gosforth read through

Hilary (after liaising with Steve/Mel) will arrange a committee meeting/March play selection date

ACTION: GARETH, LIZ J, HILARY, STEVE, MEL [IN PROGRESS]

The meeting closed with thanks to Liz and Terry for hosting.