



Minutes of Committee Meeting held on Wednesday 1 August 2012 at 5 Brocks Way, Lower Shiplake

Present: Hilary Tucker, Pip Collings, Pam Hudgell, Harriet Thomas, Liz James (Chair), Angie Cadman, Beryl Lawson, Fred Lawson, Rosemary Appleby, Neill Wilkinson

In attendance: Gareth Jones

Apologies: Simon Classey, Ashley Irons, Kimberley Irons

1. Matters arising from last meeting

- Pam has sent details of societies and groups to Pip for the Book of the Panto.
- The flyer for new members has been done (Pip). This is a template that can be adapted to future productions.
- Ashley will send the costumes list to Pip.
- Liz will email a copy of the Memorial Hall donation letter to Pip for the records.

Action: Ashley and Liz

2. Trial by Jury (TBJ) and MH Fundraising Evening

A decision has been made (Plan B) to perform musical extracts from TBJ, linked by some explanatory narration – there are insufficient participants to put on a full staged production. The Plan B version will be in costume and semi-staged.

Bob will still act as the Musical Director for this.

It was decided that one evening would be sufficient as it might be hard to sell tickets for two evenings. The TBJ performance will therefore be part of the second half of the fundraising evening on Saturday 29 September.

It was agreed that the Friday Hall booking (28 September) would be kept for a rehearsal. The Monday night Hall booking (24 September) would also be kept. Gareth would release part of the Hall booking on the Thursday (27 September) so as to give the first part of the evening back to the ballet class – we could then start from 8.30pm on the Thursday.

Action: Gareth

After much discussion it was agreed we would not have a raffle as part of the evening. A fundraising note would be added to the programme regarding donating to the MH, and we would have a pot on the end of the bar for cash donations.

It was agreed that the ticket price would be £8.00. This would include a simple programme (A4 sheet folded) which would not be charged separately.

Tickets would not be numbered – first come first served regarding seating on the night!

Rosemary and Pam volunteered to ‘man’ front of house on the night.

Action: Rosemary and Pam

It was agreed that we would ask Angela Jones whether she would be willing to handle the ticketing again – Hilary will send her an email and Gareth will also ask her.

Action: Hilary and Gareth

It was agreed that tickets would not be sold through the shops.

Gareth said that he could set up a general email address and maybe phone number for ticketing purposes so that a personal phone/email did not appear on the publicity.

It was agreed that tickets should go on sale to cast/members from 1 September and to the public from maybe 7 September.

Action: Gareth

Pip would contact the Belfry to see whether she could get anything in there in time.

Action: Pip

It was agreed that the evening would start at 7.30pm. It will be called An Evening of Music and Magic. We will aim to sell 150 tickets (but Gareth warned to maybe accept half capacity).

Pip would handle publicity – flyers in the MH, posters in the shops and some roadside boards (she would see what could be obtained for around £50 budget).

Action: Pip

The Hall held the licence for the bar but someone was needed to organise the bar itself. It was agreed that Liz will contact Mark Manson and Neil McAdam to see if they can organise this.

Action: Liz

Gareth confirmed that he would be around for technical duties (sound and lights).

Action: Gareth

Pip will contact Bob and Chris to ask them to let Gareth know the requirements for the stage set/production side of TBJ. Gareth will set up a production meeting with Bob and Chris. Harriet will also attend this. Gareth will let Harriet know the date.

Action: Pip, Bob, Chris, Gareth, Harriet

The anticipated content of the evening (exact running order tbc) is:

First half:

| | |
|-------------------|---------|
| Pip's band | 20 mins |
| Neil's magic show | 20 mins |
| Bell ringers | 10 mins |
| Keyboard (Will) | 10 mins |

Second half:

| | |
|-------|---------|
| Magic | 20 mins |
| TBJ | 25 mins |

The evening will be put on the agenda for final discussion at the next meeting on 5 September.

3. Pantomime

Gareth reported that the scripts had been narrowed to a shortlist of three by the script committee. He had subsequently given Kim a staging evaluation of each script.

Kim has come back to Gareth and has recommended Rumpelstiltskin by Joy Davis.

Kim will direct this. Ashley and Harriet will be co-directors.

Action: Kim, Ashley and Harriet

Gareth went through the staging requirements and concluded that these were 'do-able'.

Gareth will organise the licences and an e-version of the script.

Action: Gareth

The Hall bookings have been made. Rosemary reported that the performance dates (all booked) are Thursday 24 January/Friday 25 January/Saturday 26 January 2013.

The Panto will be discussed more fully at the next meeting (meanwhile everyone to communicate with each other and committee re any interim progress).

4. Financial Report

Neill reported that there had been no changes since the last meeting.

He would get the books from Neil McAdam shortly.

Action: Neill

5. Other Business

Play Readings

Pip suggested that (in line with other local pubs) we might hold semi-regular play readings, maybe at the Plowden or the Baskerville.

The first one could be publicised at the fundraising evening.

Hilary suggested that it would be easier date-wise (if the idea took off) for these to be (say) the first Monday every other month – or as appropriate so that we didn't always have to fix new dates.

Beryl recommended using the library for scripts – they were very cheap (under £1 for a set for 3 weeks).

Liz will ask the Baskerville about use of a room (not for a fee) and let Pip know. A suitable date will have to be found – maybe a Monday night? Maybe first week in October? Liz will assess and liaise with Pip.

Beryl would let Pip have the plays she held. It was agreed we would aim for something fairly short/light and funny!

Pip will put this in the programme and contact membership.

Action: Beryl, Liz and Pip

Autumn BBQ at Gareth and Ange's house

This will be on Saturday 8 September at 7.00pm.

Gareth and Ange will get the meats and serve Mexican style as last year.

The BBQ will be for adult members and partners only. Limited to a max of about 20 (first come first served).

Participants will be asked to bring (donate) pudding or salad.

Everyone will contribute £5 each in addition to the puds and salads (and bring drinks).

Shaddo will make-up any shortfall out of funds to Ange and Gareth.

Pip will email committee and membership to let them know and to find out who is coming and tell Gareth and Ange.

Action: Pip and Gareth/everyone

The meeting closed with thanks to Rosemary for hosting.

Hilary will send out minutes and actions arising from this meeting as soon as possible

Action: Hilary

The next meeting will be on Weds 5 September at Liz James' house (Gateways) at 8.00pm