



Minutes of Committee Meeting held on Wednesday 3 July 2013 at 5 Brocks Way, Shiplake

Present:

Rosemary Appleby, Neill Wilkinson, Harriet Thomas (Chair), Gareth Jones, Angela Cadman, Hilary Tucker

Apologies:

Pip Collings, Liz James, Eryl Price-Davies, Ashley Wright, Phil Johnson, Simon Classey

1. Welcome and apologies

Harriet welcomed everyone to the meeting. Hilary reported that she had received apologies as noted above. The committee thanked Rosemary for hosting the meeting.

2. Matters arising from previous minutes

The following were on the agenda:

<b>Costume Amnesty/Tower clear out/web costume hire</b> As Ashley and Pip are dealing with this, this item will be brought forward to the agenda of the next meeting.	<b>Action: Ashley and Pip</b>
<b>Storage</b> Gareth reported that there will be lower roof space storage capacity at the Memorial Hall. It was decided that it would be appropriate for Shaddo to propose a fee to the MHC for the use of all storage facilities as a package (roof space/garage/Tower) which could then be defined more precisely. It was agreed that we would be willing to offer a fee of £25 per month for these facilities. Rosemary will put this forward at the next MHC meeting and report back. Additional funds are no longer required from Shaddo to create new storage facilities.	<b>Action: Rosemary and Gareth</b>
<b>Stage Surface</b> Phil is dealing with proposals for this, so this item will be brought forward to the next meeting.	<b>Action: Phil Johnson</b>

3. Future Events

The following were on the agenda:

<b>Safari Supper</b> Pip is organising this event, so we did not discuss this item at the meeting in Pip's absence. As the next committee meeting is not until 5 September, this matter can be progressed by email	<b>Action: Pip</b>
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<p>over the summer. Neill Wilkinson confirmed that one course could be based at his house.</p>	
<p><b>Tour of The Globe</b></p> <p>Ashley is organising this event so we did not discuss this item specifically in Ashley's absence. It was agreed that Harriet would draft an email to assess general membership interest in theatre trips and a tour of The Globe to give some idea of the level of interest to be expected. Harriet would send this draft to Pip to send out to the membership.</p>	<p><b>Action: Ashley, Harriet, Pip</b></p>
<p><b>Mummer's Play</b></p> <p>Harriet would check with Pip as to whether she had heard from Neil George re this event (Neil offered to organise this at the AGM).</p>	<p><b>Action: Harriet, Pip</b></p>
<p><b>Murder Mysteries (MM)</b></p> <p>Two MMs have been chosen and Angela Jones has now cast these – cast members have all been contacted. Angela will be organising rehearsals for the cast and meanwhile working on writing script dialogue. Hilary has offered to help Angela with the writing process. Further help will still be needed with the non-acting side of the MMs – catering, serving food, front of house etc. It was agreed that it was best for Angela to liaise with the cast before any provisional Hall bookings were made, but 9 November was one possible date.</p>	<p><b>Action: Angela Jones (Gareth, Hilary, Harriet)</b></p>
<p><b>Pantomime 2014</b></p> <p>We are still looking for a director(s). Angela Cadman reported that Becky Ilderton was unable to direct this year. Harriet would ask Pip to send an email to the membership regarding the Panto and the continuing search for a director.</p> <p>There was a detailed discussion about scripts and it was agreed that we needed to crack on with selecting a script at this stage in the hope that a director can be found by September when it is time for auditions.</p> <p>If no director could be found, any Hall bookings re Panto would have to be cancelled by 1 November, but it might be possible to use the dates (in the absence of a Panto) for other events such as one-act plays or a MM. However we remain hopeful that a director will come forward!</p> <p>Harriet agreed to buy copies of Puss in Boots, Sinbad, Snow White and Dracula. We already have Beauty and the Beast and Sleeping Beauty from last year. These 6 scripts will all be considered and evaluated before we choose the final one.</p>	<p><b>Action: Harriet, Pip</b></p> <p><b>Action: Harriet</b></p>

<p>Harriet will send the scripts to the script sub-committee members (see below) asking them to give comments on each using Gareth's form, and ranking the ones which they think would be capable of being chosen.</p> <p>Hilary, Rosemary, Angela Cadman, Eryl and Neill Wilkinson had all agreed to evaluate scripts. Harriet would also ask Simon and Ashley. Harriet might also join the process.</p> <p>It was agreed that Harriet would email the script sub-committee, asking them to send evaluations to Rosemary by 31 July. Harriet would also suggest dates for a script sub-committee meeting and liaise with Rosemary who agreed to hold the meeting at her house.</p>	<p><b>Action: Rosemary, Hilary, Angela Cadman, Eryl, Neill, Simon, Ashley, Harriet</b></p> <p><b>Action: Harriet, Rosemary</b></p>
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#### 4. AOB

Gareth and Neill agreed the details of the Treasurer role handover.

The bank mandate is to be changed by Gareth so that the signatories are now Gareth, Neill and Hilary. The following was unanimously approved by Liz and by those present at the meeting:

***“ It was resolved that the authorised signatories in the current mandate for the operation of the SHADDO bank account be changed to include Gareth Jones, and to remove Liz James and the current mandate will continue as amended. ”***

Neill had received details of the AGM for NODA but we will not be attending this.

#### 5. Next meeting

The next meeting of the full committee will take place on **Thursday 5 September** at Harriet's house.

A main objective of the next meeting will be to discuss progress with the Panto and to agree audition plans.