



SHADDO Committee Meeting 20.04.23

At Gateways, Shiplake

1 Apologies: Simon Goldthorpe

2 Present: Henry Loud (chair) Becky Ilderton, Cath Moulds, Simon Classey, Terry James (treasurer), Phil Johnson, Liz James (Taking the minutes) Ellie Classey

3 Henry welcomed the new committee

4 Bank Signatories. The meeting agreed that Terry and Liz should be the new signatories for the SHADDO Bank account. It was agreed that Phil should also be a signatory as Liz and Terry are likely to be out of the country at the same time. **ACTION TERRY**

5 Facebook and Instagram. Simon agreed to take on responsibility for both these. **ACTION SIMON**

6 Publicity. Committee member responsible for publicity to be decided before each event. Cath offered to help.

7 Shiplake Fete. The Shiplake fete run by the PTA will take place on June 24. We have been invited to have a presence there free of charge.

It was agreed that we should invite SHADDO members to dress up in panto costumes and walk around distributing flyers about SHADDO future events, contact details etc. Ideally we would need about 6 people to dress up. **ACTION LIZ to send out email to membership and contact Nikki Dyer the organiser.**

8 Stageworks request to use our lighting : Henry. This was discussed at length.

ACTION HENRY will take responsibility for investigating concerns about liability, safety and insurance. He will consult with Gareth and Neill and will progress this.

9 Next Production. The next production will be short plays organised by Charmaine and Angela in October. Gareth will be Producer. A potential budget of £200 + Hall rental costs was agreed.

ACTION Angie and charmaine

10 Electricity Charges. The way we will be charged for electricity at the hall is changing because the meter configuration has changed. We were previously on the nursery meter. It is suggested that we organise a meeting with the Hall Trustees and suggest a payment of £200 pa towards electricity. **ACTION PHIL**

11 Junior Group. In the past Becky has run a Junior Group with the help of Pip / Liz. This taught basic skills and those junior members were eventually in the Pantomime. Becky proposed that a group should be offered to children age 9+ (Primary School and Gillotts lower school.) The group would be after school/early evening once a week with a proposed cost of £40 for the term. First session would be free. Becky is a Duke of Edinburgh Award assessor so this could be offered as part of D of E award to older children.

ACTION : Becky and Ellie. Becky TO INVESTIGATE A VENUE : CHURCH ROOMS, UPSTAIRS AT THE PLOUGH ? Becky to check with Hilary about compliance.

9 IT Currently we pay Gareth £24 pa to maintain the website and the SHADDO domain. We give him info to add to the website when necessary. It was agreed that we should continue to pay Gareth to do this if he is happy to do so. **Thanks were extended to Gareth for his IT assistance.**

10 Future use of zoom. It was agreed we no longer need a zoom account as we have our meetings in person. If we need zoom we can use the free service.

ACTION LIZ to inform Gareth

11 NODA It was agreed that we will continue our membership of NODA. This years subscription has already been paid

12 Safeguarding policy. ACTION BECKY who will discuss with Hilary

13 Memorial garden rota. One person needs to be responsible for watering the garden each month. **ACTION LIZ. Liz will organise a rota.**

14 AOB Request from Terry. Please send requests for payment to him as treasurer **by email.** He will not respond to any other form of communication !

Feedback re items discussed will be made on whatsapp.

Date of next meeting to be decided.