



Minutes of committee meeting 04.09.23

Meeting to discuss Plays on 7th October 2023

APOLOGIES

Cath Moulds, Simon Goldthorpe, Phil Johnson, Ellie Classey

PRESENT

Liz James, Terry James, Henry Loud, Becky Ilderton, Simon Classey

The following decisions were made in relation to the October 7 plays

1 The suggested format was agreed. Tickets to be £10 and unallocated.

2 Cheryl will run the bar in the usual panto position to maximize available audience seating. Terry to provide float. Liz to check with Cheryl that she is happy to purchase the drinks.

3 The plan to make 123 seats available for the performance was approved. Liz to check with Peter how many chairs are available for the Hall. Additional Chairs to be accessed from church rooms if necessary

4 It is anticipated that the new kitchen will be available for use by actors.

5 Tickets to be produced by Henry , printed by Liz and available on Monday 12 September. Tickets to be available initially to cast and crew members, Charmaine to inform cast and crew about arrangements for priority booking :pay direct via Terry or cash through door at Gateways and collect their tickets at the door prepaid.

6 Tickets to be available at usual local shops from late next week and on the door at the performance. Liz to liaise with local shops.

7 Publicity : Simon Classey to post on Instagram and FB. Shaddo members to be invited to print poster and display as much as possible. Liz to ask Gareth to put poster on village and SHADDO website. Liz to email all SHADDO members with info about production.

6 Liz to send memo to SHADDO members to ask for help putting out chairs and clearing up afterwards. Liz to establish who has keys to Hall for access Sunday morning if necessary

7 Front of house. Liz to ask Beryl and Ricky if they will do this,

8 Mark and Gareth to organize the programme.

9 Info flyer for every seat about SHADDO how to join etc . (not discussed but I just thought of that)