

# Minutes of Committee meeting

17<sup>th</sup> October 2016

At The Feathers PH



Registered Charity No 266705

Present

Wendy Ellis – chair, Heather Carpenter – secretary, Tracey Hobbs – treasurer, Lee Nairn, Sonia Corke, David Percival, Amanda Oelrichs for SHTR.

Apologies - Georgette Vale.

Agenda No.	Business	Action
1	Apologies for Absence See above.	N/A
2	Minutes of Previous Meeting The minutes of the previous meeting were agreed and signed.	
3	Matters Arising As no date for the committee social had been agreed it was decided to ask Tracey to extend the Doodle Poll to include December and last 2 weeks of Jan and all of Feb.	TH
4	New Members Report Christine Colyer (hairdresser) will attend the rehearsal on 20 <sup>th</sup> Oct with SC. They will take pics of cast hair to help them plan hairstyles for the play. Christine will become a member.	SC / TH
5	Central Hall Liaison report  DP reported on communication with Mike Bream. As the men's changing room is now used as an office by the church and is well equipped with furniture, shelves, cupboards etc, Mike has agreed that we can use the Tiffey room, but only Thurs – Sat of production, but also Mon dress rehearsal. We will be charged for 1 evening hire. We will use the office/changing room for overnight storage.  We must remember to add changing room hire to future CH bookings.	WE / HC
6	Financial Report TH reported; a community account balance of £6945.95.	

	<p>a business account balance of £1959.50</p> <p>Insurances have been paid – committee and Wymondham Players. There have been no other expenses.</p> <p>Unpaid subs = Becky Davis; Leanne Neave, John Harrod; Leigh Crowden; Martin Drummond; Emma Kirkham; Wendy Leadbeater.</p> <p>TH will further prompt those who've not yet paid. Those choosing not to renew their membership will be removed from the distribution list.</p>	TH
7	<p>AGM Memo</p> <p>This was agreed and will be sent over the names of all committee members.</p> <p>WE needs to see the detail of the insurance policy / schedule before changing the policy documents.</p>	WE / TH
8	<p>Social Events</p> <p>The Club Night on 07.10.16 was a larger gathering than the previous month. Those attending helped to attach the new advertising vinyls to the advertising boards. Most joined in with enthusiasm.</p> <p>It was suggested that we could explore spaces where rehearsal and socials could happen at the same time ie The Bridewell and the tea room downstairs.</p> <p>November Social = Mon 7<sup>th</sup> November (TH,SC,HC able to attend)</p> <p>December Social = Mon 5<sup>th</sup> December (committee meeting will be rearranged via doodle poll)</p> <p>All at The Feathers, 7.45pm.</p> <p>12<sup>th</sup> Night Supper is booked for Fri 6<sup>th</sup> January. £16 menu for 2 courses. Menu to be requested asap.</p> <p>Members to be canvassed and deposits collected / menu choices made, before and during the show.</p>	LN WE
9	<p>See How They Run</p> <p>Amanda reported that everything was fine.</p> <p>Central Hall stage has been booked for rehearsal on Tues 18<sup>th</sup> Oct @ £14 per hour.</p> <p>David Atkinson will attend rehearsal on Thurs 20<sup>th</sup> Oct to take photos for publicity.</p> <p>Support roles are nearly covered, following a good response from members.</p>	WE

	<p>Regal cinema to display our poster on-screen and take our fliers.</p> <p>Set build – Sat Nov 5<sup>th</sup> = Alan Carpenter (lead), Ian McDonald, Rick &amp; Nancy Adams, Heather carpenter, David Percival (pm), Amanda Oelrichs, possibly Pete Harrold.</p> <p>Hand props = ok Small furniture = ok Need – sofa, side table, chest. AO to research Ayton Road furniture Centre and the Big C warehouse.</p> <p>Costume – Jac is taking measurements. Dereham Costume Hire is temporarily closed for holidays. Carol West / Gill Hobbs will assist with costume and hair.</p> <p>Programmes will be cheaper if we fold – agreed.</p> <p>Matinee press release required.</p> <p>Technicals – Collen attended the rehearsal on Tues 13<sup>th</sup> Oct.</p> <p>Colleen has offered to bring her 14 year old son to help with set build. It was decided that this was not appropriate for H&amp;S reasons. WE to respond.</p>	<p>AO</p> <p>FOH</p> <p>HC</p> <p>WE</p>
10	<p>The Future – Productions The Director Role description has been updated/produced by WE The Play schedule checklist has been updated/produce by WE These will be sent to Leanne Neave and John Harrod in preparation for Card on the table (Nov '17).</p> <p>WE decided that Blue Remembered Hills was not a viable option for the April '17 production. There would be problems with lighting. It may be a possible option for the WHS Studio Theatre.</p> <p>WE mooted the suggestion of 39 Steps. To be performed on the CH stage but with a minimal set. This was discussed fully. Some caution was expressed as the main character may be difficult to cast. Welfare Well is also under consideration. Similarly, Humble Boy. WE will continue to read other suggested plays.</p> <p>We will try to arrange auditions for the spring production for Sun 4<sup>th</sup> December '16, 3 – 5pm, in the Tiffey Room, CH.</p>	<p>WE</p> <p>WE</p> <p>DP to book</p>
11	<p>Storage – 30 Knyvett Green, Ashwellthorpe David Paternoster has written to the committee offering £200 to take over the Wymondham Players store, currently at 30 Knyvett Green. This was accepted. Tabi Paternoster has requested that the box of archive scripts is rehomed. It was decided that these would be collected from TP and</p>	

	recycled.	HC
12	Wymondham College have requested a raffle prize for their Ball, in exchange for advertising in their programme. It was agreed to send 2 pairs of tickets for the Weds evening performance. It was decided not to take up their offer of putting out fliers in the gift bags.	
13	HC reported the death of Marie Stevenson on Weds 12 <sup>th</sup> October. Marie had been suffering from bone cancer for some months. A card will be sent on behalf of Wymondham Players	HC
12	AOB  There was no AOB	

**The meeting closed at 9.49 p.m.**

#### **WYMONDHAM PLAYERS COMMITTEE MEETING DATES**

Mon 5<sup>th</sup> Dec – to be rearranged.

Tues Jan 10th

Tues Feb 7<sup>th</sup>