

**Wells Operatic Society Limited**  
**Minutes of the meeting on**  
**Monday 4<sup>th</sup> June 2018 at 7.30pm**

**COMMITTEE**

Richard Wright (Vice Chair), Pauline Perrin, Ken Edmonds, Graham Brown, Lyn Jones, Sharon Edmonds, Mike Scammell, Niamh McGrogan, Gerald Evers, Adam Lanfranchi  
The President, the Mayor of Wells, Cllr John North.

**Apologies** – Adam Lanfranchi, Cllr John North

**1. Minutes of the last meeting** – agreed

**2. Matters Arising**

- a. Theatre Handbook. **RT** is happy to continue this work.
- b. Booster seats. **KE. PP** will look at the ones at the cinema. Agreed to get a stack of 36, in a carry / storage frame £600. They can be stored in the corridor.

**3. Correspondence**

- a. 1. The Open Story Tellers invited the committee to attend the performance on 11th June. **GB** to email times to committee.  
2. Owbeon asked that they are informed of any potential hirers through the committee. Agreed
- c. Letter from Peter Ross. The committee read and discussed a letter of complaint from Peter Ross. **RW** to write a response.
- d. There were some issues with the last programme – some missing patrons as well as names left off (i.e. Pete Ross). Some of this was due to the reformatting of the document into pdf format ready for printing. It was agreed that the pdf version will be used to proof and check before sending to the printers. These notes will be added to the Producer's Guide.
- c. Kate Lynch has offered to direct *The Wind in the Willows*. See 8 below.

**4. Treasurer's Report and Box Office**

- a. Draft guidelines for box office action for the future were circulated. These were agreed and will be added to the Producer's guide **RW**
- b. General Data Protection Regulation ("GDPR"), that comes into effect May 25, 2018. Nick Barlow has been asked, and says there is little for us to change. **PP** and **NB** to make a proposal at the next meeting.
- c. The Little Shop of Horrors seems to have made a small profit. Details next month.

**5. Membership**

- a. New members – some to follow for Merry Wives - **RW**
- b. Patrons leaflet. **LJ** - **ongoing**
- c. Civic Night, a big thank you to Lyn and team for preparing canapes and running the evening.
- d. Theatre News / What's On sheet – **SE**
- e. **AGM – Friday 23<sup>rd</sup> March**
- f. Dinner Dance date – **NM** final dates to be decided.

**6. Publicity**

All in hand for Merry Wives

**7. Theatre Renovations**

- a. Stage and Pit development. Letter from the subcommittee will go out to members very soon. This will outline the concluding comments and the explanation for discontinuing with the bid.
- b. PAT testing **MS** - **ongoing**
- c. New signs and billboards at the front of the theatre and on Chamberlain Street. **DB Paul** have invoiced for the work so far £600. We are waiting for 'permission to display an advert'. There are some further details that need to be agreed. **RW** to contact **DB Paul**.

- d. Auditorium heating system. **RW** – sent a letter to Pulse on the 28<sup>th</sup> March, we are waiting for a reply.
- e. Tree – yellow line edge. **Mark Wall** will do the work. **GB** to look for a sign ‘do not park’. **ongoing**
- f. Wardrobe floor. An extension to the ‘hats’ area in the wardrobe was agreed. **GE** to talk to Mark Wall and cost. **GE - ongoing**
- g. Chamberlain Street doors. Long term damage plus wear and tear means these doors need replacing. We need doors that lock from the inside and outside, but also are fitted with a crash bar. **GB** to investigate. Costs to follow. Possibly look at suppliers for new wooden doors. **Ongoing.**
- h. Disabled seats, sale and position within the auditorium. **KE** – ongoing
- i. Rehearsal Room curtains. Agreed to go ahead. **GE ongoing**
- j. Trespassers on the roof - **SE** to ask Angelo to get some anti-climb paint and signs fitted.
- k. Background screens used for programme photos. **AL** to investigate costs and storage. - **ongoing**

## 8. Productions/Hire.

**Hires in April, May and June 2018.** See Bar Calendar for details. The person responsible is in bold.

Regular dance hires SWSD x2, Small Steps x 2 - **GE**

Liberty Choir – **GE**

Cosmo group - **GE**

Wives of Windsor Rehearsals - **RW**

BOVTS – **GB & ST**

Oscar Wilde performance by Peter Gilchrist, supported by the Rotary – **GE, ST, bar KE & NM**

Open Story Tellers – **Owbeon (Sarah Briton)**

Wells Cathedral School – **GE support needed** SE open up during the week, NM Fri bar, KE Fri,

Catriona bar Thurs, FoH Thu – GE, Fri PP, Sat ST

WSPA – **GB**

Theatre Festival Week – **GE support needed- volunteers please.**

- **May 15<sup>th</sup> (Tuesday) -19<sup>th</sup> 2018 – *Little Shop of Horrors*. Review** – set was excellent and commented on by lots of people. A director from BOVTS was very impressed. A really good show, well done Nick on your first Direction! There were some issues with the programme and the costumes.
- Comedy Festival – Review, - bar not emptied quick enough. Well done.
- **Wednesday 6th June** BOVTS West Country Tour. *The Mill on the Floss* by George Eliot, adapted by Helen Edmundson. 70/30 split.
- **September 19<sup>th</sup> -22<sup>nd</sup> 2018** William Shakespeare’s *The Merry Wives of Windsor* Director – **RW**, Lighting - **GB**, Mediaeval Musician - **Jonathan Weeks**, Costumes – **Louise Baker**, Stage manager – **Charlie Watkins**, Properties – **Pat Watkins**, Choreography – **Tina Evers**, Prompt – **Freda Brown**, FoH manager – **ST**, Budget – **agreed**, Publicity - **KE**, Ticket Price – **£12 and £10**, Rehearsal schedule – **agreed, Tickets go live on 23<sup>rd</sup> June**
- **December 15<sup>th</sup>-22<sup>nd</sup> 2018** – Panto *Aladdin*. Director - **Sharon Edmonds**, Producer and writer – **Vicky Orman**, Choreography – **Janice Holwill**, MD – **Nick Barlow**, SM – **Sarah Galton**, Lighting – **GB**, Sound – **Adrian Mitchell**, Costumes – **?**, Prompt – **Freda Brown**, Props - **Vicky Orman**, Make up – **Helen and Julie Makin**, Budget – **tba**, Publicity - **KE**, Ticket Price – **tba**, Rehearsal schedule – **agreed**. FoH manager – **Sally Trayhurn. Tickets go live on**
- **March 2019** – NM any ideas?
- **May 13<sup>th</sup>-18<sup>th</sup> 2019** – *Fiddler on the Roof*. Rights received. Director – **Lois Harbinson**, Assistant Director – **Adam Lanfranchi**, Producer - **Graham Brown**, MD – **Sheila Ross**, Choreography - **Eden Simpson**, SM – **?**, Set Designer – **Emma Russell**, Lighting – **GB**, Sound – **Adrian Mitchell**, Costumes - **Louise Sansam**, Prompt – **Freda Brown**, Props – **Lesley Ricketts**, Make up – **Helen and Julie Makin**, Budget – **tba**, Publicity - **KE**, Ticket Price – **tba**, Rehearsal schedule – **tba**, FoH manager – **Sally Trayhurn. Tickets go live on**
- **September 2019** – Any ideas? There have been a number of offers to direct shows. **GE** to invite Kate Lynch (Wind in the Willows), Bobby Bass (various offers) and also Niamh McGrogan to put forward

there ideas at the next meeting. It will be really useful if each director had an idea of rights availability and the teams they might like to use.

- **Spring Show 2020** – NM is looking at directing **9 to 5: the Musical**, Music and Lyrics by Dolly Parton. Nick Creaser has offered to produce. Rights to be investigated. **NM** to present the show to the committee for discussion.

**9. Training**

Bar and FoH training to continue as needed.

**10. Show Reviews**

Little Shop of Horrors – as above – great!

9 to 5 Oxford New Theatre, amateur production on a big stage, big bold and brash, great songs, plenty of crowd pleasers, as the film. This production made use of dancers alongside the character singers.

**11. Any Other Business**

None.

**12. Date of next meeting 16<sup>th</sup> July (apologies from LJ) and then 10<sup>th</sup> Sept 2018**