

Wells Operatic Society Limited  
Committee meeting minutes  
08th November 2021 at 7.30pm via Skype

**COMMITTEE**

Sharon Edmonds, Mike Scammell, Liz Carey, Adam Lanfranchi, Jo Scammell, Graham Brown, Niamh McGrogan, Emma Lanfranchi, Ken Edmonds (chair)

**Apologies** – Bobby Bass, Nat Hope, Pauline Perrin, Glynn Webster, Tom Creswick

Minutes of the last meeting - agreed

Matters arising as of 08/11

Item	Raised by	Actions/outcomes	Person responsible
Foyer		Agreed to paint the bar as well. Will happen during half-term (last week in October). To ask if door to lighting box can be painted grey to match wall and wall in auditorium, where stage extension was also painted. A drip on the wall in the corridor needs touching up.	<b>PP</b> Done
Workshop door	GB	Needs touching up. GB will talk to Angelo.	<b>GB</b>
Memoriam for Sharon Upham		Peter Upham would like to host an event in memory of Sharon, date TBC	<b>KE</b> Ongoing
The tree of doom		We have to wait on the council - KE to share this with neighbouring residents. KE has heard from relevant parties and let neighbour know we are waiting for necessary documents.	<b>KE</b> <b>PP</b>
First aid training		NH looked into this. Will price bringing external first aiders in for performances. KE to talk to Richard about the handbook & risk assessment. EL to take a look at what we have. NH will look into what NODA has. SE will explore options for 'First aid at work' training as a one day group session. SE's colleague at work happy to run session for donation. Will look at and agree date in new year.	<b>NH</b> <b>KE</b> <b>EL</b> <b>SE</b> Ongoing
Dressing room monitors		To be fitted. Just need brackets & fittings.	<b>GB</b> Ongoing
Recycling		Need to find a way to manage recycling collection & disposal. PP will discuss with cleaner to come Mon & Wed instead of Mon & Tue so can work with rubbish and recycling collection. Will also inquire with Veolia about lifting it from the door or having recycling bins - hoping to meet with a rep next week. GB will join for meeting if possible.	<b>PP</b> Ongoing

Communication re shows and workshops/auditions and members who aren't on social media.	AL	AL resurrected tri-fold leaflets with upcoming shows, contact and joining details etc. Suggesting we print 100 and put in theatre, giving out 25 per show. Agreed. Agreed to also produce two small posters for either side of doors: One to give info of upcoming shows One to give info of workshops/auditions for next show	<b>AL</b> Done
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Correspondence as of 08/11

Item	Actions/outcomes	Person responsible

Treasurer's Report & Box Office as of 08/11

Item	Actions/outcomes	Person responsible
Accountants want to change us to a new insurance company. We have NODA insurance which we are keeping, but this refers to the other which we have for building and additional needs. NODA insure movables i.e. props, costumes, computers etc up to £47K All other building, fixtures & fittings etc on other policy and is approx. £1.2M.	Need to check: Agreed to find out how much of an increase the premium would be to increase NODA to £75 coverage. Agreed for broker to try and find cheaper coverage for other insurance.	<b>PP</b> Ongoing

Membership as of 08/11

Item	Actions/outcomes	Person responsible

Publicity as of 08/11

Item	Actions/outcomes	Person responsible
Other theatres struggling to sell tickets.	We are doing well for panto, will be interesting to see what happens next year.	

Theatre renovations as of 08/11

Item	Actions/outcomes	Person responsible
PAT testing	Need to source training	<b>GB</b> Ongoing
New sign for billboard by front wall	Has arrived and is in theatre, wahey! SE to ask builder to put in and pin down to a timescale.	<b>KE</b> <b>SE</b> Ongoing
Tree – yellow line edge. Sign received and has gone up. Rocks/boulders to be used instead of lines. AL quote agreed - five concrete posts and necessary equipment to install	SE to speak to builder about bringing gate posts forward so can add closable gate and sign and add posts around tree to address tree and parking issue in one. Quote sent round and agreed.	<b>SE</b> Ongoing
Parking in car park		
Have LED floods for stage	Will be installed soon	<b>GB</b>

Hire as of 08/11

Item	Actions/outcomes	Person responsible
Small Steps x 2	Ongoing	<b>SE</b>
Cosmo group	On hold (CV-19)	<b>SE</b>
Sustainable Wells	On hold (CV-19)	<b>Sarah Briton</b>
Theatre Festival	Neil Johnson who organises the Theatre festival in Wells and he's enquiring about the possibility of hiring the rehearsal room 9am - 5pm from Mon 5th - Friday 9th July for a youth theatre week of workshops. Rehearsal room not available Mon & Tue and auditorium set up for Quartet so offered Wed-Fri. Is taking Wed-Fri for £200.	<b>SE</b> Ongoing
Flower club	May want to come back to normal booking arrangements under reduced circumstances.	<b>SE</b> Ongoing
Comedia	Hiring rehearsal space in February.	<b>SE</b>

Productions as of 08/11

<b>Cinderella</b> by Vicky Orman		<b>Dec 11th - 18th 2021</b>	
<i>Director</i>	Ken Edmonds	<i>Producer</i>	Vicky Orman
<i>SM</i>	Charlie Watkins	<i>Lighting</i>	Graham Brown
<i>Sound</i>	Adrian Mitchell	<i>Projection</i>	--
<i>Costumes</i>	Liz Carey	<i>Props</i>	Pat Watkins & team
<i>Prompt</i>	Frieda Brown	<i>Makeup</i>	

<i>Budget</i>	Agreed	<i>Publicity</i>	Adam Lanfranchi / Ken Edmonds
<i>Photos</i>	Greg Tresize	<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>	£14 £11	<i>Rehearsal schedule</i>	Agreed
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	23rd October

<b>Blood on Canvas</b> by Richard James and <b>Rude Awakenings</b> by Nicholas Ridley		<b>Mar 09th-12th 2022</b>	
<i>Director</i>	Sharon Edmonds Doreen Grant	<i>Producer</i>	Sharon Edmonds Doreen Grant
<i>MD</i>	--	<i>Choreography</i>	--
<i>SM</i>		<i>Lighting</i>	Nat Hope
<i>Sound</i>	--	<i>Projection</i>	--
<i>Costumes</i>	--	<i>Props</i>	--
<i>Prompt</i>	Sharon Edmonds Doreen Grant	<i>Makeup</i>	--
<i>Budget</i>		<i>Publicity</i>	Adam Lanfranchi
<i>Photos</i>		<i>Programme</i>	
<i>Ticket prices</i>	£8 £12	<i>Rehearsal schedule</i>	Agreed
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	

<b>Big Fish</b> by John August & Andrew Lippa		<b>May 02nd - 07th 2022</b>	
<i>Director</i>	Niamh McGrogan	<i>Producer</i>	Doreen Grant
<i>MD</i>		<i>Choreography</i>	Julie & Elisha Webster
<i>SM</i>	Mike Scammell & Sarah Galton	<i>Lighting</i>	Graham Brown
<i>Sound</i>	Rick Fitzsimmons	<i>Projection</i>	
<i>Costumes</i>	Bobby Bass	<i>Props</i>	Jo Scammel with Vicky Orman
<i>Prompt</i>	Frieda Brown	<i>Makeup</i>	Helen Makin (TBC)
<i>Budget</i>	Agreed	<i>Publicity</i>	Adam Lanfranchi
<i>Photos</i>		<i>Programme</i>	Niamh McGrogan
<i>Ticket prices</i>	£11 £13	<i>Rehearsal schedule</i>	Agreed
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	

<b>And Then There Were None</b> by Agatha Christie		<b>September 13th - 17th 2022</b>	
<i>Director</i>	Adam Lanfranchi	<i>Producer</i>	Graham Brown
<i>SM</i>	Emma Lanfranchi (TBC)	<i>Voice coach</i>	Lois Harbinson (TBC)
<i>Sound</i>	Adrian Mitchell	<i>Lighting</i>	Graham Brown
<i>Costumes</i>	Louise Sansam	<i>Props</i>	Jo Scammell, Vicky Orman Sue King
<i>Prompt</i>	Doreen Grant	<i>Makeup</i>	Helen Makin
<i>Budget</i>	Agreed	<i>Publicity</i>	Adam Lanfranchi
<i>Photos</i>	Greg Tresize	<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>	£12	<i>Rehearsal schedule</i>	Agreed
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	

<b>The Wizard of Oz</b> by L.Frank Baum		<b>December 2022</b>	
<i>Director</i>	Bobby Bass	<i>Producer</i>	Niamh McGrogan
<i>MD</i>	Sheila Ross	<i>Voice coach</i>	
<i>SM</i>		<i>Lighting</i>	
<i>Sound</i>		<i>Projection</i>	
<i>Costumes</i>	Nat Hope	<i>Props</i>	Lesley & Jo Scammell
<i>Prompt</i>		<i>Makeup</i>	
<i>Budget</i>		<i>Publicity</i>	
<i>Photos</i>		<i>Programme</i>	Ken Edmonds
<i>Ticket prices</i>		<i>Rehearsal schedule</i>	
<i>FoH</i>		<i>Tickets go live</i>	

Proposed productions as of 05/10

<b>Production and Proposer</b>	<b>Proposed dates</b>
The Tempest by William Shakespeare Jonathan Sansam	September 2023
Avenue Q by Jeff Whitty or Spamalot by Eric Idle Nick Barlow Nick has requested this come forward to May 2023 if possible. Agree to apply for licence and if is available then will be unlikely to have been requested by any other local group. If we can get the licence, agreed to move to May 2023.	May 2023

Training as of 08/11

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Personal licence holder needed	NM has sourced a course. Will complete and do exam asap.	<b>NM</b> Ongoing

Show reviews as of 08/11

<b>Show</b>	<b>Review</b>	<b>Reviewed by</b>
The Titfield Thunderbolt by Ilminster Entertainment Society	Really good, quintessentially English play about village residents trying to save the local railway line. Simple yet effective set - single truck which separated into two and rotated. Well performed and acted. The audience were the bus and train passengers and it was a well done, fun play.	NM

Any other business as of 08/11

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Lighting equipment in dames' dressing room	Lights to be moved into container for duration of panto.	<b>GB &amp; Angleo</b>
Heating to be turned on for flower show tomorrow	KE to sort	<b>KE</b>
Costumes & MD for Wizard of Oz	NM to discuss with BB	<b>NM</b>
NODA have changed their rules for badges	Be aware of this when coming up to the AGM	<b>AL</b>

Date of next meeting

Tuesday 11th January 2022 via Skype