

Wells Operatic Society Limited
Minutes of the meeting on
Tuesday 13th February 2018 at 7.30pm

COMMITTEE

Richard Wright (Vice Chair), Pauline Perrin, Ken Edmonds, Alisa Creaser, Graham Brown, Lyn Jones, Sharon Edmonds, Mike Scammell, Dave Collyer, Niamh McGrogan, Rob Trayhurn, Gerald Eyers
The President, the Mayor of Wells, Cllr John North.

Apologies – Rob Trayhurn, Dave Collyer, Ken Edmonds, Alisa Creaser (late), Niamh McGrogan, Mayor of Wells, Cllr John North.

1. Minutes of the last meeting – agreed

2. Matters Arising

- a. Theatre Handbook. **RT** ongoing
- b. Rotary initiative to purchase and locate a number of defibrillators in the city. **GE** – ongoing
- c. Age limits / seat spaces for young children. Online policy and statement is now on the website. A copy will go on the noticeboard **RW**. Booster seats. **KE** - ongoing

3. Correspondence on noticeboard

- a. Car park tidy - **Sunday 25th March 10am GE** to advertise
- b. Email from Sarah Galton regarding Theatre Hire – agreed to support her SWEDA Charity event. **GE** to contact.
- c. Email from Catriona regarding stock items. Members are reminded that the noticeboard in the bar should be used to request supplies. Sandy to be informed. **GE** to put up notices in bar and back stage toilets.
- d. Box Office issues. Communication from Box Office Manager highlights that there have been some issues with coordination of Box Office Open times, the Theatre diary and the show publicity / online sales. **RW** will talk to Norman, **GE** will email NC when a new calendar is produced. Producers Handbook will be updated.
- e. Email from Sarah Briton regarding Owbeon Theatre Hire – agreed to support the Open Story Tellers Charity event. **GE** to contact.
- f. Letter request for show tickets from Sport for the Disabled, we are unable to support this.

4. Treasurer's Report

- a. Seat sponsorship, going well – ongoing
- b. Enquire about smart meters – **PP** - ongoing

5. Membership

- a. New members – Alison Cholmoideley (S), Hilary Quinlan (O), Eleanor Hayne (S), Chris Bissell (O), Kirstin Sims (O), Tom Cheswick (O) – all agreed
- b. Patrons leaflet. **LJ** - ongoing
- c. Theatre News / What's On sheet – **SE** – next one to include new committee members and Car Park tidy date
- d. Fundraising ideas for new seating.
 - 27th January - **Quiz Evening** – **RT** a good evening although the numbers were lower than hoped. Good fun.
 - 7th April – **Talent Show**, 2pm onwards, auditions are on Sun 18th March, £5 a head tickets, £10 and £5 entry fee – **RT**. Judges now include Tessa Munt and Claire Carter. **NM, KE** and **RT** will meet to firm up arrangements and publicity. A close friend of RT, Andrew Whitehouse, may offer a main prize of a day looking at restoration of historic Navy/RAF helicopters. Currently they have a Whirlwind - the only flying example in the world - two Wessex 5 and 2 Sea Kings in restoration. The day would culminate in a helicopter flight. **RT, KE and NM**.
 - **Review and Sketches** £5 a head tickets, a new date to be identified.

e. **Dinner Dance** - 3rd March at Wells Golf Club £25. **NM**

f. **AGM** – Friday 23rd March 2018

7.30pm Reception of Wine and nibbles in the bar (AC to arrange, stock wine from the bar)

8.15pm AGM in the Theatre Auditorium

1. Apologies for Absence (GE)

2. Minutes of AGM 2017 (on noticeboard)
3. Matters Arising (RW)
4. Chairman's Report (RW)
5. Members' Reports – Past and Future shows (SE), Theatre developments seats/ wings/ pit (NF), Patrons (LJ), Social Report (NM)
6. Treasurer's Report and Appointment of Accountants (PP)
7. President's Address (Mayor)
8. Election Of Committee and Officers:- (Mayor) (Nomination forms to GE by 16th March)
 - Chairman
 - Vice Chairman
 - Treasurer
 - Secretary
 - Stage Representative
 - Theatre Administrator
 - Publicity Officer
 - Patrons Secretary
 - Committee Members (x4) (AC and DC are not standing for re-election)
9. Any Other Business (RW) (Written items to GE by 16th March)
- g. Roy Bevan and NODA Awards **GE, RW** to look into other 'humorous' awards. Presentation of all awards will be first at the DD and then the AGM.

6. Publicity

- a. All good

7. Theatre Renovations

- a. Stage and Pit development. There have been a number of emails from the Stage and Pit Development Group. Members of the group were unable to attend tonight's meeting. The sub-group will be meeting again in the next few weeks. **RW** to attend. This item will be dealt with at the next committee meeting. **RW**
- b. PAT testing **MS** - ongoing
- c. Cleaning the bar carpet, quote from TLC Bath Ltd, £493 Inc. VAT. Agreed to go ahead. **PP** to arrange soon. Week after Easter looks good.
- d. New signs and billboards at the front of the theatre and on Chamberlain Street. **RW** has received some plans that have been circulated. Some amendments are requested, **RW** to reply to *db. Paul*.
- e. Air Conditioning annual maintenance on Jan 26th 9am. Engineer suggested a bi-annual service. **GE** to add to calendar. **RW**
- f. Auditorium heating system. Further issues. Pulse to look again. **RW**
- g. Tree – white line edge to new surface to discourage cars from driving over the surface edge. **DC Mark Wall** will do the work. **GB** to look for a sign 'do not obstruct'.
- h. Wardrobe floor. An extension to the 'hats' area in the wardrobe was agreed. GE to talk to Mark Wall and cost. **GE** - ongoing
- i. 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.
- j. Disabled seats, sale and position within the auditorium. **KE** – ongoing
- k. Rehearsal Room curtains. Last year when we were looking at decorating the RR we agreed to install new curtains. Tina Evers is happy to go ahead and organise this with a sewing day. She will also include curtains for the mirrors. Mark Wall has agreed to install the rail. Owbeon have offered £50 to support the cost of this. **GE** Agreed to go ahead.

8. Productions/Hire.

Hires in Feb and March 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**

Little Shop of Horrors rehearsals – **Nick Barlow**

The London Suite play rehearsals – **Mark Wall & Doreen Grant**

Golden Thread performance– **GE / ST**

Auditions for Talent Competition – SE

AGM - GE

Long Paws Comedy - GE

- **7-10th March 2018** – Mark Wall and Doreen Grant will put on the - *London Suite* by Neil Simon. Stage Manager - **Mike Scammell**, Props - **Joanna Hartley Scammell and Vicky Orman**, Sound and Lighting - **Peter Ross**, Costume - **Julia Gear Evans and Doreen Grant**, Set Design and Construction - **Mark Wall**, Prompt - **Doreen Grant, Mark Wall and Catriona Eagle**, Make up – **Helen Makin**, Programme - **Adam Lanfranchi**, Poster Design - **Kathryn Pow**, Publicity - **Ken Edmonds**, FoH manager – **Sally Trayhurn**, Budget - **agreed**, Ticket Price - **£10 and £8**, Rehearsal schedule –**done**.
- **May 15th (Tuesday) -19th 2018** (with a 3pm Matinee on Sat 19th i.e. 6 performances) – *Little Shop of Horrors*. Rights received. Director and Producer – **Nick Barlow**, Choreography - **Eden Simpson**, MD – **Kelly Simpson**, Rehearsal pianist – **Stephen Shears**, SM – **Mark Wall**, Head of Greek Chorus – **Kate Lynch**, Lighting – **GB**, Sound – **Adrian Mitchell**, Costumes – **Louise Sansam**, Prompt – **Freda Brown**, Props - **Vicky Orman, Jo Scammell, Mike Scammell, Sandra Marshall**, Make up – **Helen and Julie Makin**, Artwork – **Katy Biggs, Plant – NB, Adrian Mitchell and GE**, Budget – **agreed**, Publicity - **KE**, Ticket Price – **£12 & £10**, Rehearsal schedule –**done**. FoH manager – **Sally Trayhurn**.
- **Wednesday 6th June** BOVTS West Country Tour. *The Mill on the Floss* by George Eliot, adapted by Helen Edmundson. 70/30 split. **Tickets go live on**
- **September 19th -22nd 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**
- **December 15th-22nd 2018** – Panto *Aladdin*. Director - **Sharon Edmonds**, Producer and writer – **Vicky Orman**, Choreography – **Janice Holwill**, MD – **Nick Barlow**, SM – **?**, 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 – **tba**. FoH manager – **Sally Trayhurn**. **Tickets go live on**
- **March 2019** – RT to have a look at some titles.
- **May 13th-18th 2019** – *Fiddler on the Roof*. Rights received. Director – **Lois Harbinson**, Assistant Director – **Adam Lanfranchi**, Producer - **Graham Brown**, MD – **Sheila Ross**, Choreography - **Eden Simpson**, SM – **Charlie Watkins**, Set Designer – **Emma Russell**, Lighting – **GB**, Sound – **Adrian Mitchell**, Costumes - **Louise Sansam**, Prompt – **Freda Brown**, **Props - ?**, 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?
- **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

Reclaimed, WLT – a great evening of theatre. Original, thought provoking and funny. A must see. GE

Wookey Panto, fabulous evening, loved it. A talented group. MS

Mendip Players Panto – ‘Alice’, great evening of local fun with a talented group. GB

An evening with the Radio, Milton Keynes small theatre, a great evening of inventive radio fun and behind the scenes sound making. GB

Hamilton, Victoria Palace London. An American Musical is a sung- and rapped-through musical about the life of American Founding Father Alexander Hamilton, brilliant, very little speech. The whole audience were transfixed. LJ

11. Any Other Business

MS The workshop was still in a mess after panto. We need to keep on top of this, keeping it tidy is important otherwise it all slips. **MS** to arrange a 'clear away' time. Stage Managers to make sure it is clear after each production.

Props area was a real mess after a hiring. **GE** to contact the group concerned.

Are the Divers still using the building? **PP** to contact to see if they still need access to the bar and the garage.

GE to arrange a change of all code locks

GB has been offered a fixed intercom system (£500) from lighting box to SM. He will investigate if this is really needed.

AC The car park is filling up with non-member cars again. Everyone has been asked to be vigilant and use the no parking stickers in the workshop.

LJ The Blue School are unable to supply canapes and serve at this year's Civic night. **LJ** supply canapes and will ask members for help serving.

12. Date of next meeting AGM on March 23rd then 23rd April 2018