

Wells Operatic Society Limited  
Committee meeting Minutes  
13th February 2023 at 7.30pm

**COMMITTEE**

Ken Edmonds (chair), Bobby Bass, Graham Brown, Liz Carey, Tom Creswick, Caroline Hoare, Natalie Hope, Adam Lanfranchi, Emma Lanfranchi, Lucy Payne, Pauline Perrin, Jo Scammell, Mike Scammell, Glynn Webster

**Apologies** – Lucy Plant, Natalie Hope, Glynn Webster

Minutes of the last meeting - Agreed

Matters arising as of 13/02

Item		
Discussion of show proposals, including Pillow Man	The view from those who have watched/read it is that it is very grim, and some elements are quite uncomfortable. The feeling is that it is just not suitable for here.	<b>Done</b>
Committee nominations for 2023-24	Emma will be standing down. Ken will check with Lucy, Nat and Glynn that they are still happy to be proposed for the committee. Everyone else happy to continue. Dave Palmer would like to stand for committee. For reference, the maximum number on the committee is 14.	<b>Done</b>
Heaters	Heaters for dressing rooms have been purchased.	<b>Done</b>
Theatre heating system	Ken found a local plumber/heating engineer who has rebalanced the whole system. This now means the heat in the auditorium should be much more balanced than before. If it is still a problem, will look into replacing the system, but for now it should run better.  Will also need to re-insulate the roof above the workshop, otherwise any heat in there will just get lost.	<b>Done</b>  <b>Ongoing</b>
Civic Night	Invitations have been sent out. Mayoral party have confirmed attendance. Low response from patrons so far.	<b>LC</b>
Roy Bevan award and date for summer social	Caroline is awaiting a reply from Wells Golf Club on availability. Email to be sent out to members requesting nominations.	<b>CH</b>  <b>KE</b>
Ukrainian dancer	Has the code for the back door and is coming into the rehearsal room regularly.	<b>Done</b>
NODA awards	4 responses received. Liz to countersign and post to NODA	<b>LC</b>

Correspondence as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Request to hire costumes - Jacki Watts	Street Theatre - medieval style costumes, plus a throne and a bed if we have them for their show in March - 'A Bunch of Amateurs'. Would like to know availability and hiring costs. Liz to reply. No longer have the throne and bed frame is in use.	<b>LC</b>
	Croscombe panto - borrowed a few things. Ken will get items back once they are finished with.	<b>KE</b>
Request from Alan Philpott to film in the bar	Agreed	<b>TC</b>

Treasurer's Report as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Accountants for AGM	The information has gone to the accountants in order for them to prepare the draft accounts in time for the AGM.	<b>PP</b>
Theatre calendar	Everyone on committee should be granted access to the theatre diary. Committee agreed. Ken said he would raise it with Sharon.	<b>KE</b>

Membership as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
New members	Rosie Skinner and Locryn Gadd for Avenue Q Both have paid and are on our system.	<b>Done</b>
Life Membership	Dave Papworth has written to us, resigning as a member. We could award him Life Membership at the AGM as a thank you for his service to the theatre. - Agreed	<b>AL</b>

Publicity as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Forget Me Knot	43% of tickets sold so far. Leaflet drop with Wells Voice.	<b>AL</b>
Avenue Q	When looking at ticket sales, need to remove 8% (85 seats) from the numbers. This is because the back row is not in use for the show and the patrons' tickets on the Monday night make up the 8%. So, whilst 31% of tickets have gone, only 23% of tickets have sold. Leaflet drop will be with March edition of Wells Voice. Posters and flyers have been ordered.	<b>AL</b>
Wells Voice leaflet trial	Discuss leafleting at April meeting (as will have been trialling for a year by then).	<b>AL</b>

Theatre maintenance & renovations as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Broken window behind lighting box / clear out of lighting storage area	Need to arrange date for clearing. Adam has emailed Graham and Adrian to try and arrange a time to clear out.	<b>AL</b> <b>Ongoing</b>
Repair to front door lock	Has been fixed for now.	<b>Done</b>
Refurbishment of all bathrooms	Refurbish/refresh all the bathrooms - will depend on cost as there are other maintenance items that will take priority. Agreed will get some general quotes to give an idea of what it would cost. Consider whether it would be worth having a fold down baby change table in the disabled toilets.	<b>Ongoing</b>
Repair of garage roof	Quotes required - ongoing	<b>MS</b>
Replacement for pendant lights in the bar	Lights are still flickering. Need to remove the dimmer switch as they won't work with LED lights. Adam to contact Angelo to sort out.	<b>AL</b>
LED flood for stage	Ongoing	<b>GB</b>

Hirings as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
Cosmo group	Ongoing	<b>SE</b>
Flower club	Awaiting reply re change of date	<b>SE</b>
Wells Comedy Festival	Pauline has not heard anything from them about prices. KE to check the booking details with SE.	<b>KE</b>
Chorus of Disapproval	The whole theatre and bar booked for the day and evening on 17th June for their summer concert. Doreen has offered to run the bar.  Jo and Mike noted that they were told that the booker struggled to get in touch to enquire about booking the theatre.	<b>JS/MS</b>

Productions

<b>Forget-Me-Knot</b> by David Tristram		<b>8th - 11th March 2023</b>	
<i>Director</i>	Ken Edmonds	<i>Producer</i>	
<i>SM</i>	Charlie Watkins	<i>Lighting</i>	Graham Brown
<i>Sound</i>	Adrian Mitchell	<i>Projection</i>	N/A
<i>Costumes</i>		<i>Props</i>	Doreen Grant
<i>Prompt</i>	Freda Brown	<i>Makeup</i>	
<i>Budget</i>	Draft budget has been done	<i>Publicity</i>	Ken Edmonds Flyers will go out with Feb issue of Wells Voice
<i>Photos</i>	Adam or Greg	<i>Programme</i>	Ken Edmonds
<i>Ticket prices</i>	All tickets £12	<i>Rehearsal schedule</i>	Done
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	4th Feb

<b>Avenue Q</b> by Jeff Whitty		<b>24th - 29th April 2023</b>	
<i>Director</i>	Nick Barlow	<i>Producer/ Assistant Director</i>	Tom Creswick
<i>Set design</i>	Emma Lanfranchi and Mark Wall	<i>Chorographer</i>	Elisha Webster
<i>SM</i>	Emma Lanfranchi	<i>Lighting</i>	James Linham
<i>Sound</i>	Ollie and Adrian	<i>Projection</i>	unsure
<i>Costumes</i>	Louise Sansom	<i>Props</i>	Sophie Kerton
<i>Prompt</i>	Freda Brown	<i>Makeup</i>	TBC
<i>Budget</i>	Agreed	<i>Publicity</i>	Adam Lanfranchi
<i>Photos</i>		<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>	All tickets £16	<i>Rehearsal schedule</i>	In place
<i>FoH</i>	Sally Trayhurn	<i>Tickets go live</i>	4th February

<b>The Tempest</b> by William Shakespeare		<b>13th - 16th September 2023</b>	
<i>Director</i>	Jonathan Sansam	<i>Consultant director</i>	Lois Harbinson
<i>SM</i>		<i>Lighting</i>	Graham Brown
<i>Sound</i>	Adrian Mitchell	<i>Producer</i>	Adam Lanfranchi
<i>Costumes</i>	Louise Sansam	<i>Props</i>	

<i>Prompt</i>	Freda Brown	<i>Makeup</i>	
<i>Budget</i>		<i>Publicity</i>	Tom Creswick Adam Lanfranchi
<i>Photos</i>	Greg	<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>	£12 - £13	<i>Rehearsal schedule</i>	
<i>FoH</i>	Adam to ask Sally Trayhurn	<i>Tickets go live</i>	

<b>Puss In Boots</b>		<b>9th - 16th December 2023</b>	
<i>Director</i>	Glynn Webster	<i>Producer</i>	Vicky Orman
<i>SM</i>	Mike Scammell + assistant (awaiting reply from Sarah Galton)	<i>Lighting</i>	Graham Brown / Ollie
<i>Sound</i>		<i>Chorographer</i>	
<i>Costumes</i>	Louise Sansom	<i>Props</i>	TBC
<i>Prompt</i>	Not required	<i>Makeup</i>	TBC
<i>Budget</i>		<i>Publicity</i>	
<i>Photos</i>		<i>Programme</i>	
<i>Ticket prices</i>		<i>Rehearsal schedule</i>	
<i>FoH</i>		<i>Tickets go live</i>	

### Confirmed productions

<b>Production</b>	<b>Proposed dates</b>
The Glass Menagerie by Tennessee Williams Director Kevin Hardacre	6th - 9th March 2024
Sister Act by Cheri Steinkellner and Bill Steinkellner Director Tom Creswick	7th - 11th May 2024 (matinée on the 11th)
Witness for the Prosecution by Agatha Christie Director Adam Lanfranchi	16th - 21st September 2024
Nativity! The Musical by Debbie Isitt and Nicky Ager Director Sharon Edmonds	Most likely 14th - 21st December 2024 TBC
Equally Divided by Ronald Harwood Director Jackie Watts	March 2025

## Production Proposals

<b>Production</b>	<b>Proposer</b>	
The Lion, The Witch and the Wardrobe	Naomi Holland	Would need to have much clearer details, however it may well be too complex to do here (a lot of ideas). The view is that the play would be better than the musical version. Earliest slot for a play is now Sept 2025, and it is too early to schedule that slot for now.
Shrek the Musical	Zoe Davis	Whilst we all agreed that Zoe gave a brilliant pitch and should direct something, we have reservations that we may not be able to manage the production elements of the show here given the space and resources that we have. Licence is not currently available anyway as it is going on tour. KE to contact Zoe - needs to confirm a stage manager and an MD, plus find out how much of the costumes etc are available to hire from Frome (who did the show before Christmas).
Nativity The Musical	Sharon Edmonds (KE presenting)	Agreed Dec 2024
The Glass Menagerie	Kevin Hardacre (AL presenting)	Agreed for March 2024
Twelve Angry Men	Matt Maisey (AL presenting)	Licence is not currently available. Matt would like to direct something at Wells in the future and is currently looking at possible productions. First available slot, September 2025.
Witness for the Prosecution	Adam Lanfranchi	Agreed for Sept 2024
Equally Divided	Jacki Watts (KE presenting)	Agreed March 2025
Pillow Man	Jim Boyd	Decision made that it is not suitable for here.

## Training as of 13/02

<b>Item</b>	<b>Actions/outcomes</b>	<b>Person responsible</b>
First Aid Training	Ongoing.	<b>NH</b>
Safeguarding training	A possible solution has been found. AL will go through in delta at the next meeting.	<b>AL</b>

## Dates of next meetings:

- 1) AGM Friday 31st March
- 2) Monday 17th April