

Wells Operatic Society Limited
Minutes of the meeting on
Monday 6th February 2017 at 7.30pm

COMMITTEE

Chris Briton (chair), Richard Wright, Pauline Perrin, Ken Edmonds, Alisa Creaser, Graham Brown, Lyn Jones, Sharon Edmonds, Mike Scammell, Dave Collyer, Gerald Eysers

Apologies - The Mayor Alison Gibson, Graham Brown, Alisa Creaser, Dave Collyer

1. Minutes of the last meeting - agreed

2. Matters Arising –

- a) **Fire Safety – CB and Chris Spray** Devon and Somerset Fire Safety Officers have made some strong recommendations, they suggested that we –
- i) Have a Competent (Qualified) Independent Fire Risk Advisor visit the Theatre to undertake a thorough assessment and to prioritise the safety work that needs doing. This may take a day or two and would cost perhaps £400, but we would be fulfilling our duty of care to all the users of the building. **Agreed. CB to arrange**
 - ii) Complete a fire drill soon during a rehearsal/performance/AGM to test our current procedures. **RW to organise**
 - iii) It was recommended that we install a comprehensive detection system, including a central indicator panel. **CS** will look at this after the assessment (i) has been completed.
- Many thanks to **CB GB** and **Chris Spray** in giving up their time in endeavouring to answer the Fire Officers questions.
- b) Long Paws Comedy Club - Brothers Cider - Comedy Festival (26-28th May 2017). **MS** will oversee. Licence checked with **RW**, personal licence holder will be Matthew Showering. Contact through Gerry Doyle at Brothers: gerry@brothersdrinks.co.uk / 01749 333454. Agreed to charge Long Paws £400+VAT as a compensation for the lack of bar takings over the weekend. **PP**

3. Correspondence

4. Treasurer's Report

- a. Carnival 'Burger van' payment – **CB** has contacted Nancy Dodd
- b. Panto final figures. £9,500 profit well done to all involved

5. Membership

- a. New members – Ordinary membership – Kate Horbury, Andrea Barker, Iain Gallacher, Heather Moser,
Associate members - Ky McKeever, Ben Davis
Social members - Clare Clogan
All agreed
- b. Dinner Dance – **25th February 2017**, at the **White Hart Inn** 7pm for 7.30pm, tickets £25 a head –**AC** to arrange raffle
- c. Review of membership classification. – Wording to be updated on membership form – **PP - ongoing**
- d. Car Park Stickers – **GE** now arrived. No charge. These will be given out as membership is paid. **PP**
- e. Patrons leaflet –**LJ - ongoing**
- f. AGM – **Friday 24th March 2017**. Details –
 - 7.30pm Reception of Wine and nibbles in the bar
 - 8.15pm AGM in the Theatre Auditorium
 - 1. Apologies for Absence
 - 2. Minutes of AGM 2016
 - 3. Matters Arising
 - 4. Chairman's Report
 - NODA awards-

Roy Bevan Award - CB will present this at the Dinner Dance

5. Members' Reports
 - Past and Forthcoming Productions – Sharon Edmonds
 - Publicity report – Ken Edmonds
 - Entertainment and Social report – Alisa Creaser
 - Patrons report – Lyn Jones
 - Stage and Orchestra Pit Improvements Project – Richard Wright
6. Treasurer's Report and Appointment of Accountants
7. President's Address - the Mayor will attend
8. Election Of Committee and Officers:- (nomination forms in the bar)
 - Chairman
 - Vice Chairman
 - Treasurer
 - Secretary
 - Stage Representative
 - Theatre Administrator
 - Publicity Officer
 - Patrons Secretary
 - Committee Members (4)
9. Any Other Business

6. Publicity

All in hand. Both the One Act plays and Our House.

7. Theatre Renovations

- a. Maintenance walk **GE** to prioritise what is next.
- b. Auditorium seating options **KE – ongoing** (part of a) above)
- c. Stage and Pit **DC - ongoing**
- d. Bar lighting **MS - ongoing**
- e. PAT testing **MS - ongoing**
- f. Insurance and tree. Update – **DC**

The application will now be the subject of consultation. Our appointed Consultant has met the appointed Case Officer on site, Mr Bo Walsh, and is not expecting any problems. We should hear Mendip's response by the end of February. In the meantime, contractors are being approached to price the proposed works. Our insurers have been kept abreast of developments. We have received a copy of the Mendip record of our application to address the problems with the tree (T1). In summary we have requested the following:

1. Remove existing surface in zone of raised roots
2. Install flexible porous surface material, and associated works /soil improvement
3. Selective remedial pruning:
 - a. raise low canopy over road up to 5.2m
 - b. raise low canopy over pavement up to 3.5m
 - c. reduce canopy south-west to north-west by 1.8m - 2.4m
 - d. maximum size pruning wound 75mm to balance crown

8. Productions/Trifold/Hire

- a. Details and dates for the Mayor's Fundraising events-
 - i. We will support (bar not required) on the door, a **Wells City Band concert** at the Town Hall. **Sat 8th April 2017, 7.30pm.** CB to organise the sale of raffle tickets. **CB, KE and SE** to support on the evening.
 - ii. Arthritis Care are also looking into a **Film Night** with supper at Wells Cinema in **May 2017**. Details to follow.
- b. **Trifold GE - ongoing**
 - **March 2nd-4th 2017** – Two one act plays: *Easy Stages* by Nick Warburton and *The Fat Lady Sings in Little Grimley* by David Tristram – Doreen Grant and Mark Wall to direct. Cast, Tickets and Box Office set. All sorted. **TICKETS NOW ON SALE**

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- **May 15th-20th 2017 – *Our House*.** Director - **GE**. Choreography - **Tina Eyers**, Rights received. MD – **Sheila Ross**, Musical consultant - **Teresa Barlow**, Producer – **AC**, SM – **Chris Spray**, Props – **Lesley Ricketts**, Lighting – **Graham Brown**, Sound – **Adrian Mitchell**, Costumes – **Chantelle Mitchell**, Prompt – **Freda Brown**, Make up – **Helen and Julie Makin**, Video recording – **Adam Lanfranchi**, Budget – **agreed**, Publicity - **KE**, Ticket Price – **£13 & £10**, Rehearsal schedule – **agreed**. **TICKETS NOW ON SALE**
- **June 13th 2017** BOVTS - Dylan Thomas' *Under Milk Wood*. **GB** in charge Tickets **£10 & £8** **GE** to get tickets on sale very soon.
- **September 20-23rd 2017** Lois Harbinson has offered to direct **The Crucible** by Arthur Miller. This was gratefully agreed. Producer **CB**. SM – **?**, Props – **?**, Lighting – **?**, Sound – **?**, Costumes – **?**, Prompt – **?**, Make up – **?**, Budget – **tba**, Publicity -**?**, Ticket Price – **?**, Rehearsal schedule – **tba**.
- **December 9th-16th 2017** - Director - **Ken Edmonds**, Vicky to write it! *The Three Musketeers*. Producer – **Vicky Orman**, SM – **Sarah Galton**, Choreography – **Julie Webster**, MD - **Nick Barlow**, Sound - **Adrian Mitchell**, Lighting – **Graham Brown**, Properties - **?**, Prompt – **Freda Brown**, Costume - **?**, Make up – **Julie and Helen Makin**, Tickets – **tba**, Budget – **tba**, Rehearsal Schedule – **tba**, Publicity and Programme – **tba**
- **March 2018?**
- **May 2018?**
- **September 19th -22nd 2018** William Shakespeare's *The Merry Wives of Windsor* Director – **RW**

9. Training

DC - to look into Charity Commission training.

PP - financial information training – **Mon 6th March 2017, 7pm start before the 7.30 Committee Meeting**

DG – chaperone training - date to be confirmed in the spring **DG**

GE - to look into First Aid Training – **ongoing**

10. Show Reviews

Nice Fish with Mark Rylance and Louis Jenkins, St Anne's Warehouse, London – poem and readings, completely brilliant and bonkers, the tale of North America ice fishing (and silly stories). - **CB**

11. Any Other Business

GE asked that the committee consider the purchase of 4 radio headsets for use on stage (£444).

This was agreed. **GE** to ask **Adrian** to purchase these. **RW** said he has some additional sets that could be added to the kit / replace the need to purchase 4. **Adrian** to investigate.

12. Date of next meeting – Monday March 6th (with accounts meeting at 7pm) then AGM Friday 24th March 2017 then April 24th