



**Minutes of Committee Meeting held on Wednesday 6 March 2013 at 19a Station Road
Henley on Thames**

	ACTION
<p>Apologies: Pam Hudgell, Liz James, Neill Wilkinson</p> <p>Present: Ashley Wright, Harriet Thomas, Hilary Tucker, Beryl Lawson, Rosemary Appleby, Fred Lawson, Pip Collings, Angela Cadman, Simon Classey</p> <p>In attendance: Kim Irons, Gareth Jones</p>	
<p>1. Matters arising from last minutes</p> <p>None, as they concerned advance actions for the Panto which have now been dealt with.</p>	
<p>2. Pantomime</p> <p>The feedback to Rumpelstiltskin had been very positive – lots of good comments.</p> <p>Points/discussion for future consideration:</p> <p>Audience - there were a few empty seats this year, but some of this could be put down to the poor weather in January (people probably holding off due to the snow) and there had been quite ‘even’ levels of attendance across the performances, which was good. Also, the Panto had fewer children in it this year, which may have had some impact.</p> <p>Rosemary reported that she had given next year’s Panto dates to Nancy – it would be slightly later than usual – 30/31 January and 1 February 2014.</p> <p>Kim suggested that we hand out flyers via the schools next time (particularly Shiplake Primary) as some children had not appeared to know about the auditions. The proximity to the ‘Joseph’ production at Shiplake College could also have been a factor as many local children were involved in that.</p> <p>Pip will add school flyers to the Panto checklists</p> <p>The increase in ticket prices had not caused any apparent problems.</p> <p>There was debate about whether it was a good idea to charge for the programme or not – there were views either way, but this would be decided when planning next year’s Panto.</p> <p>It was decided that ticket prices should now stay the same for next year.</p> <p>There were some surplus programmes this time – it might be sensible to print fewer next year to avoid waste.</p> <p>There was also discussion about planning ahead for the next Panto – maybe thinking about the set requirements and scene changes a little earlier, as well as the set painting requirements.</p>	<p>Pip</p>

<p>We would start looking for the next Panto script in about July 2013 and identify directors at that stage.</p> <p>Kim explained that she would be unable to take on directing duties next time but would be happy to help with props or costumes if able.</p> <p>The Panto meal was enjoyed by all – good set menu, food and service at Zizzi’s.</p> <p>Neil McAdam had finished producing the Panto DVD’s. Pip will send out an email to all members to inform them and ask for orders.</p> <p>Neill was unable to attend the meeting but Hilary will bring forward the report of Panto finances for next meeting’s agenda. All outstanding expenses (if any) to be sent to Neill by the weekend after this meeting.</p> <p>We would have a costume amnesty day when costumes could be returned and any lost property could be dealt with. Kim is keeping updated lists of costumes and box locations so she would like to get all items tracked and back into the correct boxes and update any lists. Kim will organise this and look at the MH diary, then email the committee some suggested dates. Pip will then email the non-committee members who were in the Panto to advise them about this.</p>	<p>Pip</p> <p>Hilary, Neill</p> <p>Kim, Pip</p>
<p>3. Play Readings</p> <p>The last reading was very well attended with 16 participants – it had gone very well. Pip reported that she wanted to find more one act plays so that we could read two plays at forthcoming play readings, as full length plays are rather long for this purpose. Pip will keep a record of the plays we have read for future reference. She has others to read from the library and one from a local author which can be copied for a £10 fee (Kim has offered to undertake the copying). It was suggested that participants might like to pay £1 each towards the copies.</p> <p>There will be no play reading on Easter Monday so it was decided that the next one will be Monday 8 April. Pip will email the members re this date.</p> <p>The committee thanked Pip for organising the play readings.</p>	<p>Pip, Kim</p> <p>Pip</p>
<p>4. AGM 2013</p> <p>We decided that this would be held in May 2013 so as to allow the requisite time for all preparatory steps.</p> <p>Pip would email Neill to advise about the AGM date, to give him time to deal with all cheques arising from the Panto and to finalise the books/accounts.</p> <p>We decided to try and hold the AGM at the Shoulder of Mutton. Pip would contact the pub and see what dates and arrangements they could offer and also what food could be supplied for about 20 people and at what cost. She would then send the committee about 2 or 3 possible dates in May in order to assess which was best for the most people.</p> <p>Pip would generate the formal notices regarding committee resignation and re-election and nominations from members etc. Gareth would then put the required documentation on the web (e.g. nominations list and accounts information) prior to the meeting in accordance with the constitutional requirements.</p> <p>Hilary would generate and send out an agenda for the AGM in due course, copy to Gareth for website.</p> <p>There was discussion about asking new people whether they would like to</p>	<p>Pip, Neill</p> <p>Pip</p> <p>Pip, Gareth</p> <p>Hilary, Gareth</p>

<p>consider joining the committee this year (everyone to think about and action this). Liz James had indicated by email an intention to step down as Chair at the AGM. Gareth and Ashley agreed to approach Phil Johnson, Ashley would approach Niall and Gareth would approach Eryl.</p> <p>Hilary would put the AGM on the agenda for next committee meeting so the committee could finalise any other arrangements.</p>	<p>Ashley, Gareth</p> <p>Hilary</p>
<p>5. Other agenda items:</p> <p>Beryl reported that the Wilfred Owen celebrations at Dunsden (for which potential Shaddo involvement had been sought) were not until 2014. She will follow this up. Hilary will put this on the next agenda.</p> <p>It was agreed that (if an anticipated reshuffle takes place) Rosemary will become the Shaddo representative on the MHC in place of Gareth, with Gareth moving onto MH committee representation in another role. Rosemary confirmed that she was happy with this. If no reshuffle takes place, Gareth will stay as MHC representative for Shaddo.</p> <p>We discussed storage at the MH – we may need to move some items in the tower but Gareth will advise further in due course.</p> <p>Gareth is looking at all storage options in the light of the modernisation. It was decided in principle that we would be happy to contribute to constructing roof storage space to be located above the current emergency exit. We would need to assess finances at the next meeting and decide what we could commit to this. Hilary would put this on the next agenda and Pip would send Neill an email to advise that we would need to discuss general Shaddo finances at next meeting to assess this proposal.</p> <p>Gareth reported that there was an upcoming Lancelyn (theatre suppliers) Open Day in Oxford on 14 March 2013 and that he would like to go. Ashley said that she would probably go with Gareth – this would be of interest to Shaddo re things like costumes, make up, wigs, lighting bars etc etc.</p> <p>We agreed to make a donation to the nursery. Pip would ask Neill to confirm what level of donation was made last year (it was agreed we would match this again) and ask Neill to arrange a cheque to the nursery to be passed to Liz. Pip would ask Liz to write a letter of thanks to the nursery to go with the cheque. Ashley also agreed to make a card for the committee (or as many as possible) to sign, which she would send to Liz to enclose with the letter and cheque.</p> <p>Pip reported that there was a NODA Summer School from 3-10 August 2013 if anyone was interested in attending.</p> <p>Hilary reported that she was being sent discount vouchers (Show Pairs) for London theatre seats (probably via a NODA mailing list) and would bring them to future meetings if the timing was right in case anyone was interested.</p> <p>Hilary and Pip are getting together to create new updated databases for members and supporters.</p> <p>It was agreed that the next meeting will be held on Monday 15 April 2013 at Rosemary’s house (5 Brocks Way) at 8.00pm.</p> <p>Hilary will send out advance agenda – please can everyone send any agenda items to Hilary by Monday 8 April. This will be the last meeting before the AGM.</p> <p>The meeting closed with our thanks to Harriet for hosting.</p>	<p>Beryl, Hilary</p> <p>Gareth, Rosemary</p> <p>Gareth</p> <p>Pip, Neill, Hilary</p> <p>Gareth, Ashley</p> <p>Pip, Neill, Liz, Ashley</p> <p>Pip, Hilary</p> <p>All, Hilary</p>