

COSMOPOLITAN PLAYERS – COMMITTEE MEETING – 28TH OCTOBER 2021
(On Zoom)

PRESENT: Rachel Bickerdike (Chair), Leah Hamilton, Elaine Jackson,
Emma McGrath, Jan Morrell, Gillian Myers

APOLOGIES: Carolyn Craven, Lara Woodhouse

MINUTES: The minutes of the meeting held on 30th September were approved – Proposed
by Jan Morrell and seconded by Gillian Myers

MATTERS ARISING: There were no matters arising from the minutes which would
not be covered later in the agenda.

COVID POLICY:

(a) Concern expressed that a member of the cast of the current production had not directly
advised the production team of their illness with covid but had only found out through social
media channels. This had put other members of the cast at risk as the person in question had
been at a rehearsal only the evening before the diagnosis. As a result of this incident Jan had
contacted all members of the cast suggesting that they should get tested, and the Covid Policy
has subsequently been updated and circulated to all members of the cast. The cast have been
given clear lines to follow should such a situation arise in the future.

(b) Following discussion **it was agreed** that Rachel Bickerdike would act as the Covid
Officer for the society and that Jan Morrell and Carolyn Clayton would be nominated as
contacts for the cast of the present production.

(c) **It was agreed** that Rachel would contact LCAN with regard to any update with the
covid procedure at the theatre

CORRESPONDENCE

(a) Rachel had accessed the website and identified contact from two persons expressing
interest in joining the society. Rachel was to contact both these person to enquire further of
their interest and possibly invite them to drop in at a rehearsal.

(b) Correspondence from NODA –

(i) Confirmation that the NODA Evening arranged for the 4th November had been cancelled

(ii) Email requesting further publicity within societies about the North East Youth Workshops
on the 7th and 14th November, on which there was still availability.

(c) Rachel indicated she would circulate members with the access details for the Annual
Meeting video on YouTube

TREASURERS REPORT

Gillian advised the meeting that there was no change in the finances of the society as she was
awaiting a further bank statement. The current account balance was £2996.25 and the reserve
account £116.09. The society currently had four paid up members. Jan agreed to advise the
cast members of the current production of their need to pay their subs and Rachel agreed to
include reference in the e.mail she was to circulate to members.

CURRENT PRODUCTION

Jan advised that rehearsals were now back on track having had to cancel and earlier rehearsal due to the covid incident. The cast were enjoying the new rehearsal accommodation and arrangements were in hand to ensure that all members of the cast that did not have their own transport were supported with lifts, etc.

- (i) Ann Sadler had agreed to take on the responsibility for props but could not commit to being there for the week of the show.
- (ii) There had been no response from Rachel Savage at the Carriageworks as a result of which updates were required with regard to deadline dates for brochure information, confirmation of performance times, and the number of flyers and posters required by the theatre. Rachel agreed to follow this up
- (iii) Jan had not yet been in touch with Tina regarding the lighting but would do so within the next couple of weeks
- (iv) There had been no response from Joanna Bucktrout
- (v) Rachel agreed to contact Brian and Reasha Hollingsworth regarding Front of House Management
- (vi) Carolyn had produced a new publicity graphic for the production, which was approved and **it was agreed** that this should be submitted to the theatre
- (v) The updated Social Media Policy was agreed

FUTURE PRODUCTION

Gillian advised that she had applied for the licence for Agatha Crusty and the Health Spa Murders. The fee was the same as for the current production, £63.90 per performance with a 10% small venue reduction, for five performances between the 22nd and 25th June 2022, at a cost of £319.50. **It was agreed that** Gillian should pay the fees and the production could then be advertised during the next show and be posted on the website.

It had been previously agreed that the society would not arrange a theatre production for October 2022 but the possibility of hosting a Green Room production was still open. It was suggested that it might be possible to hold a green room production at 47A and that it would be good to maintain the link with this facility. Plays currently being looked at were 'Around the World in Eighty Days' – the spoof version, Girl on a Train: Nell Gwynn and The Lady Vanishes. It was anticipated further findings would be ready for the next meeting.

YOU TUBE FACILITY

Bryan has forwarded a selection of sketches to Lee but a response was still awaited from him regarding moving this project forward.

As Bryan and Matthew Tempest were willing to kick start this facility **it was agreed** that they should be asked to do so but to keep Lee in the loop.

Carolyn has also agreed to assist by organising directors and actors, etc

WEBSITE

(i) It was previously agreed that when members pay their subs they would be notified of the password to the website. This is not an automatic process and when it is identified that a member has paid their subscription they will need to be notified separately.

(ii) **It was agreed** that a review of the policies posted on the members' area of the website would be updated in the new year.

SOCIAL EVENTS

Lara and Lee were currently looking at the arrangements for the Christmas party which has been arranged for the 16th December at The Carriageworks. They have planned quizzes and games and are discussing food and drink options. Carolyn has drawn up an advertising image for the event which is called 'A Cracker of a Party' which she will post on our social media platforms. It was agreed that if any committee members had any further ideas to put forward they should bring these to the next meeting in November. Rachel indicated she would include this information on her e.mail to members.

NEXT MEETING

Rachel tendered her apologies for the next meeting which is scheduled for Thursday 25th November, which will be chaired by Lara.

Committee members expressed their good wishes to Rachel on the imminent birth of her first child and looked forward to seeing the first pictures.

NB

Subsequent to the meeting it was identified that the current production would be in rehearsal on the 25th November so it has been suggested, subject to agreement of committee members that the meeting be held on Wednesday 24th November, either via zoom or at Brown's