

COSMOPOLITAN PLAYERS – COMMITTEE MEETING –
THURSDAY 1ST DECEMBER 2022 ON ZOOM

PRESENT; Elaine Jackson (Chair), Carolyn Craven, Gillian Myers, and Lara Woodhouse.
Leah Hamilton and Emma McGrath joined the meeting later

APOLOGIES: Jan Morrell

MINUTES/MATTERS ARISING: The notes of the meeting held on the 28th July were approved.
There were no matters arising which would not be covered elsewhere on the agenda.

4. CORRESPONDENCE/COMMUNICATIONS

(a) Report from LCAN AGM

(i) The LCAN AGM was attended by Carolyn and Elaine on behalf of the Society. Gillian attended in her capacity as LCAN Treasurer. Carolyn circulated some notes of the meeting

(ii) It was agreed that the official notes of the meeting would be circulated when received.

(iii) Carolyn drew attention to the request from LCAN for people to stand as Trustees and also the need for action to be taken to clear the storage unit at Croydon House.

(b) Zoom Licence – the meeting was advised that it would be beneficial to the Society to apply for a full zoom licence at a cost of £14 per month. To date the Society was using a three months licence which had been kindly funded by Bryan Craven. It was agreed it would be a cheaper option to use Zoom for rehearsals rather than to hire rehearsal rooms – the licence could be cancelled at any time. It was agreed that a cheque be sent to Bryan for a zoom licence for a three months period and that the position be reviewed at the end of March 2023.

(c) Carolyn advised that she had spent a considerable amount of time trying to sort out the membership list. It was noted that we had currently 8 paid up members and 6 Life Members, a total of 14 members. It was further noted that two members of the cast of the fund raiser had not paid their membership and there were also members of the committee who had not paid their membership.
(Carolyn to action)

(d) Lee Sharratt had expressed an interest in being co-opted on to the committee and it was also suggested that Richard Hunt might be willing to take on the task of chasing up membership fees.
(Carolyn to action)

(e) Ken Taylor had indicated that he would be willing to run a workshop for the Society at some future date and it was agreed that this offer should be followed up in the new year.

(f) LCAN had received new marketing information from the theatre which had been circulated to societies and this had been forwarded to the Publicity Officer

5. TREASURER'S REPORT

Gillian advised the meeting that we currently had an amount of £3,807.57 in the current account and £116.07 in the reserve account. The Garden Party had raised an amount of £85.00 and the Health Spa Murders showed a deficit of £618.05. The fundraiser had showed a profit of £318.49 of which the Bar showed £81.00 and the Raffle/Tea also an amount of £81.00.

6. PREVIOUS PRODUCTION - COS CAPERS

It was agreed by everyone that the evening had been a tremendous success and that all who came along to support the evening enjoyed themselves. It had been a big team effort and was a massive learning curve for everyone. It was agreed that Elaine would send an e.mail of thanks to Paul Harding, Paul

Myers, Bryan Craven, Tina Nutt, Richard Hunt and Tracey Wilkinson for their contribution to the success of the evening. Gillian agreed that she would e.mail Dave Roberts at the venue (Action: Elaine and Gillian)

Carolyn advised that Bryan had filmed the evening which it was intended would be made available to committee members to view on You Tube, with the possibility of sending out a link to members. It was also agreed that we would be happy to repeat the experience if the opportunity arose, that 50 tickets was sufficient for the room which was hired and that it would be beneficial to use smaller tables if such an event was set up in the future.

7. CURRENT PRODUCTION – SHERLOCK HOLMES & THE HOUND OF THE BASKERVILLES

The following was confirmed:

- (i) A sum of £283.58 has been paid for performance rights for four shows, which included the purchase of 10 copies of the script.
- (ii) A ticket price of £14.00 standard and £12.00 concession had been agreed – there would be no other discounts on tickets
- (iii) A publicity image had been agreed
- (iv) The deal with the theatre had been agreed although the contract had not yet been signed. It had been agreed that the lay-out in the Studio would be a maximum of 60 chairs on the flat, similar to the layout for ‘Neville’s Island
- (v) Carolyn confirmed there would be no scenery but she would like to hire a mist machine, the cost of which would be in the region of £203 for a full week’s hire
- (vi) It was anticipated that Tina Nutt would be involved in the lighting design and that she may also be able to provide some free lighting or lighting at minimal cost
- (vii) Carolyn was working with a contact from Fulneck Drama Group whom it as hoped would be able to produce the dog puppet which was required, at a reasonable cost
- (viii) It was anticipated there would be a minimal cost on the hire of costumes, in the region of £100.

Taking into account the discussions around the above, the undernoted budget put before the committee

Licence Fee	£284.00	
Technical	£200.00	
Theatre Hire	£888.00	
Wardrobe Hire	£150.00	(to include the puppet)
Hire of rehearsal rooms	£378.00	
Publicity	<u>£200.00</u>	
TOTAL	<u>£2,100.00</u>	

It was proposed by Gillian, seconded by Emma and agreed by all committee members present that the above production budget be approved.

Carolyn indicated that she would like to get rehearsals underway as soon as possible in January and with this in mind it was confirmed that the read through would be on the 7th December with auditions on the 14th December, both to be held at the Carriageworks if rooms were available. If rooms were not available they would be held on zoom. Carolyn agreed to draw up a rehearsal schedule as soon as the play had been cast, taking into account existing commitments of those who were offered parts.

8. FUTURE PRODUCTIONS

Due to the recent changes at the Theatre the brochure cut off date for autumn/winter productions was the 21st June 2023. Any information on future productions would need to be ready to go ahead before

this date. Carolyn agreed she would keep an eye on this as no decision had yet to be made with regard to a late 2023 production.

9. SOCIETY CONSTITUTION

No action was taken at this meeting but it was noted that all the Society's procedures would need to be updated in the near future

10. SOCIAL EVENTS

(i) It was noted there was insufficient time to organise a Christmas get together but that it might be possible to meet up for a drink after the auditions.

(ii) Two suggestions were put forward for possible fund raising events, a Race Night and a Murder Mystery Evening.

11. ANY OTHER BUSINESS

There was no further business for discussion

12. NEXT MEETING

It was noted that consideration needed to be given to a suitable venue for future meetings – if possible on a 'no cost' or 'minimal cost' basis.

It was agreed that the next meeting be held at 7pm on Thursday 12th January at a venue to be identified.

Notes prepared by Elaine Jackson
7th January 2023