

CODS Committee Meeting 12.09.24, 7.30pm Old Town Hall

Present **MC, GM, CS, LB, HH, HC, AB, PW**

1. **Apologises CP, NG**
2. **Review of minutes from previous meeting**, approved by all. **AB** to upload to website
3. **Actions from previous meeting**

HH emailed Anne Rewshaw video has been removed from website, contact passed on for James Bulmer for YouTube

4. **Matters Arising from previous meeting** None
5. **Correspondence / Communication**

HH received email from Hillbrow care home requesting date and time for Christmas Carol concert, **MC** suggested concert could be during the day as Treelands care home carol concert would be in the evening, 17th or 19th December suggested

HH received a member enquiry passed onto **PW** interested in TMWMA

CS to email **HC** with minutes amendments

6. **Treasurer's Report**

MC Bank balance approximately £25,000 with lot's of bills to pay and ticket sales to pay in.

7. **Publicity / Marketing**

7.1 Website **AB** still working on getting to grips with it all

7.2 Social Media **HH** mobile phone set up for box office all committee members contacts saved on phone, **MC** reels and social media all very good, can links to social media be put on website? **AB & HH** stills can be used on the website but not reels, links to reels on CODS main Facebook page **AB** to continue to archive photos on CODS website

8. **Productions**

8.1 Choral Concerts

HH has made the program for the concerts **CS** to message **YY & HH** with changes

CS concerned about interval songs as people will be distracted and at the bar etc **MC** there will be a 10 minute break before the singing

MC unfortunately Verity Cope is unable to perform at the concerts due to ill health

CS wanted to discuss waiving **MC**'s performance fee in thanks for all his time and effort put into choral **AB** Proposed **PW** Seconded In Favour **ALL**

MC James Billington to do sound on both nights for a fee of £200 Steph Morgan to do photography

8.2 The Men Who Marched Away October 2024 **MC** Meeting minutes 20.08.24 production meeting

GM set needs phone number for Mike Kingsley & Mike Heath, Mike Heath wants to see drawings of set **PW** open space with raised area at the back Mike Kingsley – Set construction Mike Heath – Lighting and sound

PW musicians 5 John Salter, Dean Morgon, Deborah Hamilton, Dave Hubber All paid

PW Chaporones 6 children– any child under 18 can do 4 nights in a row **PW** to drop Tuesday night, Monday night dress rehearsal, Tuesday dress rehearsal for adults

Action Point **HH** to amend dates on choral concert program **MC** Poster and tickets **GM** doing poster sent it last Sunday

Action Point **AB** to open box office now ticket price £12.50 full price £10 concession All Agreed

PW Costumes – Rebellion Studios need measurements soldiers & Red Cross nurses **CS** been to store with Cathy to measure for costumes

PW Props **CS** doing props

PW Gina to be stage manager

PW Graham Prigg to do magic in music hall

PW Meeting Claire at the QE tomorrow,
Photography, **HH** to message Emily for contact for Mr Oliver at QE, **LB** to contact Crediton
Photography Club

PW to contact Nick Findell after concerts in regards to program

8.2.2 Auditions

PW Allan Fouracre couldn't attend auditions but all went well, we don't need to audition music hall numbers as it's directors prerogative **HH** don't we need to follow protocol **PW** no one has not had a song that they wanted to do so All Agreed

8.3 Beauty and the Beast

Introduction evening Wednesday 6th November with Allan Fouracre, 1st rehearsal Wednesday 13th with Assistant Director Buffy May **MC** Allan Fouracre to teach all the chorus numbers, audition pieces will be self taught with auditions on Sunday 1st December, Buffy May's sister to provide costumes and program format

8.4 Choral concerts 2025

MC Mailchimp to advertise chorus master job internally and externally and on Facebook **GM** if they are requiring payment how much are we offering? **HH** if applicants are requiring payment we will discuss then **CS** Choral sub committee needs to reinstated **Action Point GM** happy to do job description

9. Winter Ball

HH 40 tickets paid, Decorations to use bottles and CODS sign from choral, **HC** happy to help with decorations, Waie Inn to colour coordinate napkins, fairy lights already at venue **HH** to contact Michelle for decorations **HH** to sell tickets and display ball posters at choral

10. Safeguarding

LB is now the safeguarding lead

11. Compliments / Complaints / Feedback

GM happy to be complaint monitor going forward

12. 3-year plan, to include

12.1. 2025 Choral already covered **MC**

12.2. 2025 Panto Director **HH** to add to mailchimp

12.3 2026 Easter Musical EGM after MWMA 18th November 2024 to pick show **HH** add to Mailchimp

ADDITIONAL ITEMS

1. Review of policies /procedures

1.1. Safeguarding **LB** has rewritten the Safeguarding Policy and will email to committee for our perusal

1.2. Auditions **GM** has formed an audition sub committee to review audition procedures including **GM, HC, PW, CS and Tasha**

2. Store Tidy to be discussed at next meeting due to **CP** absence

Next Meeting Tuesday 8th October 2024 7.30pm, Meeting Closed 21.14pm