

CODS Committee Meeting 25.03.25 7.30pm

Present MC, CP, GM, CS, SM, HC, LB, HH

1. Apologies AB, PW
2. Review of minutes from previous meeting
3. Actions from previous meeting
 - Action Point AB to send out mailchimp containing the NODA report
 - Action Point LB to come up with a code of conduct and give safeguarding talk at rehearsals.
 - Proposed LB, Seconded GM, All in favour - unanimous.
4. Matters Arising from previous meeting – to be covered in meeting
5. Correspondence
 - HC sent an email regarding the £700 council grant which has been awarded, and we have already bought the PA system. CS the Crediton flag festival has been cancelled due to safety concerns. MC Heart Project presentation evening on 1st April 2025 of latest plans. Action - MC & GM to attend
6. Treasurers Report
 - CP not all the figures are in from TMWMA, approx. £1,300 loss. No lighting bill received and sponsorship not paid, Charlesworth Nicholl Sponsorship not paid £200 PW to chase, 4 sponsors not paid from the wedding singer
 - BATB ticket sales and sponsorship £1,200 we will break even and possibly make a profit. 4 outstanding sponsors CC Haulage, RJB, Jonathan Woods and A&S Paving. HH 70% of tickets sold and its payday Monday so all looking good at the moment CS TMWMA expenditure for the Congregational Church £850 was just for the rehearsals and not show week
 - Action Point PW to chase sponsorship
 - Action Point CP to investigate miscellaneous £1,542
 - Proposed NG Seconded CS All in favour Unanimous
7. Publicity/Marketing
 - AB not present at today's meeting, he is stepping down from committee after the AGM SM to take over IT roles and AB & SM to work together in the mean time SM nothing to report on the website and will report back after BATB HH Mother's Day competition, National Theatre Day, Meet the Cast, Throwback Thursday's all going out soon on social media SM offered to take some rehearsal photos MC YY is getting messages that tickets are greyed out so people can't see where the seats are HH to send poster with a white background SM to look at changing it, maybe change over to Ticket Source MC
 - 7.4 Poster for youth theatre
8. Productions
 - 8.1 BATB NG we are doing well, there has been lots of hard work at the store getting everything ready for the van. Mike Glover is doing the foyer.
 - 8.1.2 HH After show party at OTH on Friday 25th April, Disney theme fancy dress and karaoke CS doing CRAP awards LB to help
 - 8.2 MC Choral sub committee meeting to make folders
 - HC Choral production report, Paul Steer happy to be main sponsor, CP to do stage and risers, Fenella to do flowers, YY to do seating plan, CS decorations, HH is publicity manager, Allan Fouracre Music/Band, James Billington is happy to do sound with equipment supplied by Chris Welch, Bar Simon/Martins. To sort Food? FOH, Lighting Dave Simms? Draw prizes, QR code survey monkey. Meeting with CS, YY, & SM to discuss food options before 19th May.
 - 8.3 Panto 2025 MC sold 20 tickets for the Saturday afternoon LB Director, NG Production manager, HH Choreographer, Mike Kinsley Sound, Dave Simms lighting, GM set design, CP

will help with set build, Chloe Worth stage manager, Bridgett Garood FOH LB I don't have anyone for costumes or props. GM Advertise for costumes and props within the society Wednesday after choral finishes MC panto rehearsals on Wednesdays after choral
8.4 Joseph MC Joseph rehearsals will be on Mondays until after panto , auditions Sunday 7th December potential production manager HG with support from NG we need to readvertise for a choreographer HH MD for Joseph Simon Carter no answer, Joe Binmore no answer, Lydia Fitton had a phone conversation and is very keen, I have emailed dates for meeting Rebecca Wilson I have answered her questions Angela Blackmore is very keen but has Les Mis in march next year but keen to work in the future Mark and Nicky have retired, Lucy Welsman no, Alfie Pugh no, MC Well done HH thanks

9. Social Events none

10. Safeguarding LB I'm currently dealing with a situation that I can't go into but will know more tomorrow

11. None

Additional Items

1. CODS Youth Theatre Academy HH & LB to answer any questions, It will be 45 minutes, £2 per session or can pay all up front if preferred, children also doing the adult production will have a 15 minute break, potential workshops Sarah Lewis Vibrant Soul, 2.5 hour workshop for adults is £50 children £15 for 45 minutes. Buffy May to provide vocal coaching, Florence Bridgman happy to do singing lessons, Sarah Ruby happy to help. MC well done!
2. Companies House Directors are MC, PW, CS, GM, YY let us know if anyone else wants to be a director
3. Succession Planning MC the constitution states that all committee members stand down before the AGM, the AGM is in the middle of June MC is standing down as Chairman GM we need to let the society know in case anyone wants to step up, we need a secretary and a chairman MC happy to stay on the committee if the new chairman is happy HH happy to take on a temporary 6 month chairmanship until a new chairperson can be found but doesn't want to do it permanently MC we can send out a mailchimp to back it up but I personally a chat would work better at rehearsals NG and maybe a poster to advertise CODS vacancies with QR code link to website this needs to go out soon so people have a chance to think about it, end of April or early May
4. GM feels the committee hasn't felt like one team. Add to agenda for next meeting to sort out job descriptions. Keep WhatsApp group to essential information messages only so important information doesn't get buried and then decisions don't get recorded in the minutes

Meeting Closed 21.49pm Next Meeting, Tuesday 19th May 7.30pm