

CODS Committee Meeting minutes – 12th August 2025

Attended: HH/LB/GM/NG/CS/SM/CP/PW

1. Apologies – TC/JS/MC
2. Review of minutes of last meeting: 8 July 2025

No amendments for the minutes

Proposed: GM Seconded: LB All in favour: Unanimous

3. Actions from previous meeting

St David's Players wanted to borrow tankards. Marie Elliott can contact Craig to arrange going to the store to find what we have.

Marie Elliott asking if we wanted to advertise their upcoming show in our Joseph programme. HH spoke to Nick Findell about layout. If advert is under £50 she can have it in the programme.

Proposed: LB Seconded: SM All in Favour : unanimous

HH has stripped back non-members from FB pages.

HH had to do announcement regarding membership at choral – this has been done twice.

SM has obtained previous minutes and has started putting them on the website.

4. Matters arising from previous meeting (not covered elsewhere within the agenda)

None

5. Correspondence/communications (HH)

SM received a thank you letter from Age Concern for the funds raised last year. This will be displayed at the Old Town Hall.

6. Treasurer's Report (CP)

£17,577.03 balance @ 4th August

£320.30 made from Carol's party has gone to our chosen charity – Crediton Foodbank.

Membership revenue is down – potentially due to fewer members at the present time.

Proposed: SM Seconded: CS All in favour: Unanimous

7. Safeguarding update (LB)

None

8. Compliments/complaints/feedback (GM)

None

9. Code of Conduct - for approval (HH)

LB has updated with social media and added into the accountability section about behaviour either in person or online.

GM suggested that we should put a consequence on the Code of Conduct if these are not followed.

There was discussion surrounding respecting people's personal space – keeping everyone safe. LB is adjusting the Code of Conduct to reflect this.

NG suggested the CoC being sent out with first email to new members.

PW suggested adding a tick box on the membership form as to show they've read the CoC

10. Fundraising ideas (HH)

GM – Promise auction

GM – marshalling car boot sales at Matford, Exeter

NG – clothing and stuff sale plus coffee and cake morning

LB – karaoke night and bar

HH – quiz night and bar/musical bingo and bar/murder mystery night/Xmas carols at Tesco, the Vets, Care Homes etc/workshops

PW – murder mystery on tour around villages

SM – disco and bar

Murder Mystery next Autumn – proposed: SM Seconded: PW

Bingo and Bar November 15th – proposed: CP Seconded: GM

11. Audition Technique workshops (HH)

Sarah Lewis can do either Monday 25th August or after Panto auditions. HH will suggest some dates in October and November.

12. Productions / Events

12.1. Choral concert: 19-20 September 2025

12.1.1. General update (MC)

MC absent – no update

12.1.2. Production manager update (CS)

CS to contact Mike Kingsley and David Simms. David doing lights. Mike K can't do sound.

CS saw Elaine to discuss food. Decided to offer Lemon Meringue Pie and Black Forest Gateaux as desert options. Fruit Salad for vegan/GF only – not as an alternative for everyone. This will need to be ordered from Makro early to ensure sufficient supply. Meat Lasagne and vegetarian lasagne. Elaine will also make a vegan chilli which can also be the GF option.

No peas this year. Small green salad on each plate and also a basket of garlic bread along with salad dressing on the tables. She would like to start prepping either Thursday evening or first thing Friday morning. CS will check availability for this. Email from Julie Clark about two of her party wanting their own options. Katt Davis-Young has agreed to put all the backing tracks together. Sadie's son Oscar can assist with the sound/light desk. CS chased Chris Welch again about setting up desk and starry curtains. Simon Gould suggested we set up on Wednesday. Need the loading bay to be free for the van to unload. Helen Clarke has agreed to help sort the music after the concert in place of Fenella. GM suggested we send a thank you to Fenella for her help. CS will arrange a card and gift before next committee meeting. Discussion about logistics of the Youth Group for choral.

12.1.3. Marketing manager update (HH)

Emailed Paul Steer about sponsoring an evening for choral. He agreed to do the Saturday. Paul would like a one-line invoice covering sponsorship, drinks and tickets. Need to discuss how much. HH to suggest £500 for a table of ten and see what Paul says.

ACTION: CS to do questionnaire asking what people would like to see from CODS moving forward.

ACTION: Need to have all the information in the programme. HH/CS to meet with MC to discuss

12.2. Youth Theatre Academy

12.2.1. General update (HH/LB)

All going well. New members still joining each week.

12.2.2. October 2026 show update (HH/LB)

Voting on 20th August for the October 2026 production.

12.3. Pantomime: 20-22 December 2025

12.3.1. General production update (LB)

CS happy to help with props. There might be someone who can help make props if needed - LB to make contact.

ACTION: HH to do shout out at Youth session for costumes. NG to do shout out at choral and SM to do mailchimp.

ACTION: GM to contact the museum to check if we can use as our green room. Jonathan Woods vet confirmed sponsorship for Panto.

12.3.2. Launch event update - 1 September (LB)

No update from LB

HH will do some choreography/dance

12.4. Joseph 2026

12.4.1. General production update (MC)

MC absent – no update

HH will chase Simon Carter to confirm he is happy to MD and has been invited to launch night on 6th October.

12.4.2. Launch event update - 6 October (TC)

TC to organise the launch.

12.5. Future productions

12.5.1. 2027 - EGM on 29 October: present Dirty Rotten Scoundrels and Rock of Ages

Stef Morgan and Heather Barlow have agreed to present their shows.
Discuss at next meeting the future of our September evenings.

12.5.2. 2028 sub-committee update (LB)

Need shout out for show selection sub-committee 2028 for more people. Putting shows forward for a director to join us. LB/SM/NG/Dani Gwyn/Adam Cavanagh

Charities

CP's work (Gerald McDonald & Co Ltd) who is using a marketing company, are promoting individuals and any community work that helps raise money for local charities. They asked if they could use Just Giving but not the right platform for what we do. SM suggested donating directly to Crediton Foodbank. SM to look at CODS email for Foodbank contact to liaise about Craig's work. NG to send Craig pictures of BATB set.

Proposed: SM Seconded: PW All in favour: Unanimous

Details of future meetings:

- Second Tuesday of the month:
 - 9 September
 - 14 October (apologies: TC)
 - 11 November
 - 9 December
- Send agenda items to Sadie by the first Tuesday of the month
- Papers available in Google Drive by the Friday before the meeting