

CODS COMMITTEE MINUTES 10 FEBRUARY 2026
THREE LITTLE PIGS, CREDITON

1. Apologies: CP/JS
Present: GM/NG/CS/PW/HH/LB/TC/ (MC visiting to update about choral)

2. Review of minutes of last meeting: 13 January 2026
Nothing further

Proposed: PW Seconded: GM In favour: All

3. Actions from previous meeting
Sound equipment to be collected from Mike Brett just outside of Sandford. CS will do this.
HH spoke to Heather. No issues with Simon Carter.
PW has done his identity for Companies House.

4. Correspondence/Communications (HH)
CS – Judith Casey is writing a piece in a local community paper about CODS. Carol and Mike met with her to talk about the history of CODS. Carol also directed her towards the website and a book about the history of Crediton.
HH – Simon Gould has organised a guide to the Bar and Logistics which can

be

found on the website.

HH – email from Mike Canning resigning with immediate effect from the committee. HH and committee want to thank Mike for all his work. He has

also

withdrawn his application for MD for Matilda Jr.

decisions

Discussions were had about reasons for Mike's departure and if Holly's

as Chair/publicity has been a major factor.

5. Treasurer's Report (CP)
It was noted that the fee for hire of the Old Town Hall has yet to be added to the accounts for the panto, but subject to this, the event will still show a profit.
Report available in google drive.

the

Proposed: PW Seconded: TC In favour: All

6. Choral – brought forward from 15.2.2 – LB to contact Yvonne?
MC requested that the committee consider deferring the addition of choral to the online booking system for another year and retain Yvonne's services in managing table bookings in September 2026 as she has previously done. This year is Allan Fouracre's final concert with CODS. Online could work to book tickets but not necessarily a specific seat. Karen on board as rehearsal pianist (£35 per night) and music has been copied.

Proposed (Karen's fee): LB Seconded: CS In favour: All

Action: GM to provide content for PW to send out about choral questionnaire

ideas from members.

7. Insurance for storage unit, following recent fire on site (GM)
CODS holds Gold policy insurance which covers property and contents – it doesn't state where the contents are. PW will check this.
the owner of the units has advised that he must install fireproofing to the walls between the units, which will require temporary relocation of our contents and probable dismantling of the inner rooms within the store. Do we look for another unit?
8. Safeguarding Update (LB)
All ok. LB to do a safeguarding talk for Joseph cast.
9. Compliments/Complaints/Feedback (GM)
Nothing
10. Executive Positions (Chair, Treasurer & Secretary) (GM)
GM to draft email and PW to send out as Mailchimp.
11. Props & costume rooms (HH)
HH, CS & PW worked really hard and tidied the costume store.
Props room still needs work.
12. Fundraising/Grants (TC)
Defer to next month
13. Productions/Events
 - 13.1.1. Joseph (14-18 April) update (HH) – Logo for clothing – is it compliant with licence (HH) – Yes it is – confirmation received from Becky Shields.
TC to send out letters to all companies HH suggested as sponsors giving options to either sponsors or just advertise.
GM asked for Production minutes on Google Drive.
HH explained the reasoning (as discussed with Production Manager and Head of construction) behind the altered placement of disabled seating, and gave assurances that this has been planned to ensure that wheelchairs will not protrude beyond the front of seating blocks/ obstruct fire exits. It was noted that some of the additional seating block railings being manufactured by Anton Heal will need to be made to include a shorter back section and a front section that can be removed in situ, to accommodate the removal of seating blocks from the front row when necessary. HH contacting anyone booking a disabled spot to check what access they need.
Headshots this week for cast.

13.1.2.Choral (September) update (MC/NG)

See point 6

13.1.3.CYTA Matilda Jr (October) update (HH/LB)

Georgia's fee confirmed as choreographer.

Emma Williams applied for MD and was excellent. Has lots of useful contacts for sound equipment. GM thought the feedback felt it was worded as if Emma already had the job before Mike was even interviewed. Historically, feedback has been given after each interview. Mike has withdrawn his application..

Need to ask Mike Canning to see if CYTA can have the Old Town Hall from 5.30pm as 45 minutes once a week is not enough to learn the show. Discussions held regarding Emma's fee. Suggested we offer Emma £750 but will not accept anything more than £1000.

Proposed: PW Seconded: CS In Favour: All

HH to look into projections for the show.

13.2.2027/2028

13.2.1.Rock of Ages update (HH)

HH trying to get in contact with Heather Barlow about the production. Simon Carter is MD for this show. Fee £1750 plus band.

Proposed: LB Seconded: CS In Favour: All

13.2.2.Dirty Rotten Scoundrels update (HH)

Will apply for licence after Joseph. PW asked if upper school can be considered but the staging might prove complicated for this space.

14. Park House Project monthly update

PW would like a couple of people to help him run this. HH suggested him putting something on Mailchimp. Event being held 14th August. We run the bar and will receive a performance fee.

Details of future meetings

- Second Tuesday of the month
 - 10 February
 - 10 March
 - April no meeting
 - 12 May
 - 9 June
- Please send agenda items to Yvonne by the first Tuesday of the month
- Papers available in Google Drive by the Friday before the meeting