

Drama Committee Meeting 13.01.16

Apologies. Paddy, Cherry, Linda, Aran, Jackie, Marie

Minutes of last mtg were read and agreed. Matters arising dealt with within main mtg agenda.

1 ACT FESTIVAL UPDATE.

Though we had a full entry at last mtg 3 groups have pulled out.

1 group new to the festival has made other arrangements and has withdrawn.

Little Acorns have withdrawn due to long term illness of one of their members.

Emma Banford's group had stated that they were going to withdraw but Sandra has convinced them to remain in the festival.

We still have 12 entries, Dave Sedgwick to enter another play from Warwickshire.

TICKET SALES.

All ticket sales will be handled through Little Theatre box office. They will collect £4 from every ticket sold.

The hire fee seems to have gone off the radar but may be asked for in the future. The fee is £600.

Committee members will get tickets issued by Little Theatre.

Cast members and stage crew will get free ticket on the night of their performance and reduced rate to £5 on presentation night.

We need to average 40 tickets per night to make the festival viable.

Ticket sales prior to the event will need to be checked with staff at the Little.(Stewart ?)

The Little Theatre has included the event in the events brochure that is available now.

Event to be promoted on the One Act web site and included on Facebook. Ben and Sandra to liaise on detail for web site.

Committee members to push ticket sales by contacting friends and family though all sales to be directed via Little Theatre box office

PUBLICITY

Harry has produced a draft poster which he will amend to state that the top 3 plays will go through to the next round.

Harry will contact Monica Winfield at Leicester Sound to try to get her to publicise the event on air

Ray to contact Leicester Mercury and local community free papers + contact Leicester sound to try to get an interview re event.

Sandra to contact John Foreman to ask about publicity via his channels.

CONFIRMATION OF ROLES

Little theatre have requested help on all nights of festival. Sandra has asked for confirmation of what they might need. Paddy and Linda might require extra help backstage. Ben and Stewart have stated they are willing to help.

First aider provision needs to be checked/ Lyn and Ray quite happy to continue the role.

PROGRAMS

Ben is designing overall program but Harry made us aware that there are certain requirements that need to insert under AETF rules. Ben to liaise with Sandra to ensure that we comply.

TROPHIES

Carrie to ask Jackie to get groups holding trophies from last year's festival to return them by end of February. Harry has agreed that they can go to his house to give a more central drop off point. Groups will need to contact Harry

to make arrangements for this. Full Length Play trophies need to be returned at or before the AGM in May. (Date to be confirmed). The Shelagh Bladon Trophy needs to be returned prior to this so that it can be awarded to the 3rd placed play. Once trophies have been returned we can check to see if any are missing and try to locate any unaccounted for.

CERTIFICATES

Harry to produce certificates of entry for each competing play.

MARK SHEETS

Harry to produce mark sheets for Paul Fowler after he has received a running order from Sandra.

FUND RAISING

Murder Mystery 7-30 30-01-16. URC WHETSTONE. Helpers to arrive by 6pm if possible to help set up. Hopefully the event will be a sell-out. There are some tickets still available so we need to try to sell more. There will now be 3 courses.

Jacket potatoes with butter and grated cheese, Salad to accompany.

Cream Cakes

Cheese and biscuits with pickle and chutney

Sandra to organise Jacket potatoes and cream cakes. Ray and Lyn to organise Cheese and biscuits and pickles+ Ray to get Paper plates and small disposable plastic glasses. Paddy Linda and Cherry to get Salad for up to 80 people. Stewart to get grated cheese for 80 spuds. Cost of ingredients will be refunded. Drinks Alcoholic or otherwise to be brought by audience BYO, wine glasses sourced from URC.

QUARTER FINALS

Sandra to talk to Dave Sedgwick re future quarter finals. He has stated that he could accommodate all future 1/4 finals in Warwickshire if the venue is still available. We need to check with Little Theatre on dates if they are to be held

in Leicestershire. It would save us money if they were to be held in Warwickshire. We also need dates from Little re next year's Festival.

AGM

Suggested date May 12th. Lyn to investigate if Blaby Civic Centre is available and e-mail Sandra with outcome. The URC could be an option if not available. The group is liable to be far smaller as there is no presentation of 3 Act festival this year

AOB

No items raised

Date of next Meeting 29.02.16 8-00pm @ Sandra's House. Howard Road