



**Leicestershire and Rutland Drama Festival**  
**Minutes from *The Leicestershire and Rutland Drama Festival* Committee Meeting**  
**13 September 2017**

<p>Costs would need to be limited. The URC Whetstone is a possibility. The URC has all of Whetstone's equipment, so we wouldn't need to transport any.          Baptist Church, on London Road, is fairly local for most groups.          The dates will be clarified, over the messenger group, once SC has contacted venues and finalised it with SS &amp; CP.</p>	
<p><b>Financial</b>          SC presented the accounts to the committee. Currently in the bank the festival has £4, 800. The Little Theatre sent the committee £892, which is half the proceeds from the preliminary and Quarter Finals.</p> <p>RC – suggested that we may advertise in our new programmes, this would bring in some more money for the group. BT suggested that we advertise and ask local groups if they would be interested.</p> <p>SS mentioned about the festival insurance. SC suggested we needed to purchase insurance.</p> <p>The bank account details are currently still in Stewart Wales name. It is a long battle and process with the bank to change the name. SC needs JS signature to finalise the paper work.</p>	<p>BT to contact local groups and businesses</p> <p>SC to look into insurance and purchase</p> <p>SC to action this ASAP</p>
<p><b>Publicity</b>          BT addressed the committee with website and committee portal.          It was suggested that group purchase a pop up banner for the festival nights</p>	<p>BT to look into this</p>
<p><b>Trophies</b>          BT has received the John Root Trophy back.</p>	<p>JS to bring the catalogue of trophies to the next meeting</p>
<p><b>AOB</b>          CP asked if we should share the scoring sheets before the festival?          LF will be attending the AGM on the 16<sup>th</sup> for the central area in Solihull</p>	<p>SS to look further into this and advise the committee at the next meeting</p> <p>LF to feedback to committee re AGM</p>
<p><b>Date of Next Meeting</b>          Committee Meeting – Wednesday 17 January 2018          19:30 at 38 Howard Road, Glen Parva, Leicester</p>	