

Leicestershire and Rutland Drama Festival
Minutes from *The Leicestershire and Rutland Drama Festival* Committee Meeting
7 March 2018

<p>Present Sandra Sutcliffe (SS) Ben Thomas (BT) Carrie Peters (CP) Ray Collins (RC) Lyn Fox (LF) Steve Cutler (SC) Harry Bladon (HB) Paddy McNair (PM) Nicky Voyle (NV)</p>	
<p>Apologies Linda Daniels, Jackie Sellwood & Arran Smith</p>	
<p>Minutes of The Last Meeting Minutes from the last committee meeting were read by BT and were agreed by the committee that it shows a true record.</p>	<p>ACTION POINTS</p>
<p>Matters Arising SS has had a response from The Cunningtons regarding, if an adjudicator does not arrive on the night of a festival. The festival could still go ahead, if all the committee agree to the successor. Would the festival have to be re-run? The response we received was, no it's up to the festival committee to make this decision. The AETF would not help to run the costs, as we are independent. SC to look into new insurance costings. He believes it will be cheaper than last year, due to us not hosting the Quarter Finals and there are fewer performances. HB asked if we are covered by the Little Theatre? We are not covered by the theatre. SS has asked if PM, SW & AS are covered back stage? Would they be covered by the theatre, due to helping backstage with the props and scenery? PM asked if we would be covered during the technical. CP has asked SC to check if we are defiantly not covered before we purchase. SS has asked if the audience, would be covered by the theatres insurance. We believe so. CP has asked if there is another person, we could contact about insurance other than Martin Scott? Phillip Roley is the manager of the theatre, SC will contact him on behalf of the group. NV has suggested about contacting a man called Ian, who hires the theatre for his drama society. SC read out an email trail between himself and Martin Scott from last year just before the 2017 preliminary rounds, which has outlined some grey areas re insurance. HB has proposed for SC to get a quote and advise CP, SS & BT. Committee all agreed. CP asked if we could stretch the Whetstone Drama insurance, SC believes this would not suitable, because Whetstones insurance, covers different areas.</p>	<p>SS to thank The Cunningtons for their response.</p> <p>SC to ASAP look into insurance</p> <p>SC to investigate ASAP</p>
<p>The LRDfestival 2018 Roles for The Leicestershire & Rutland Drama Festival 2018 – NV will be on the raffle. BT will be stewarding the adjudicator – Keith Phillips. LF will be organising tickets with the box office for the groups entering. PM & AS will be backstage and Time Keeping. Other members of the committee will be stewarding and greeting the audiences.</p> <p>2 Groups have unfortunately dropped out of this year's festival. Market Harborough Adults group, have had to drop out, due to unforeseen circumstances. The Little Theatre Society (Leicester Drama Society) will put in a 20 minute performance to help fill in a gap, they will not be entering the festival (non-opting!) PLCC is the name of the new group, whom we was awaiting information on play etc. SS is awaiting Dave Sedgewicks setting, lighting notes etc. All other groups have provided this already.</p> <p>Presentations – Sir Peter Soulsby has turned us down. The assistant Mayor has not contacted us back. Monica unfortunately not make the festival, so is not able to present our awards. Roger Cunnington is going to present them this year. Monica is keen to present them next year.</p> <p>Keith Phillips – our adjudicator, has now got all the scripts. SS has sent him the details of what the committee would like (e.g. adjudication – 10 mins long, smart/causal wear, using his own digression) BT/SSwill meet him on the first night to show him around the backstage, the theatre itself etc.</p> <p>PM thanked SS for all her wonderful amazing hard work organising this year's festival. The committee all agreed and thanked SS with a round of applause.</p> <p>LMADS could not access tickets on the little theatre. The theatre has now reactivated this.</p> <p>John Forman, believes the festivals are almost over, due to poor attendance numbers around the country. How could we as a committee help our festival further? re advertise in new areas, add initiatives.</p>	<p>BT to add this the next committee agenda</p>

Leicestershire and Rutland Drama Festival
Minutes from *The Leicestershire and Rutland Drama Festival* Committee Meeting
7 March 2018

<p>LF & RC are unable to make the Friday night, so we need another committee member to help organise this role.</p> <p>The committee will be wearing Black and White attire.</p> <p>We have dates for the 2019 festival 17 – 23 March 2019</p>	
<p>Financial SC gave us a quick and short update on the finances. HSBC has locked SC out of the account, because they are awaiting for Steawrt Wale to respond to the change over. This will be hopefully dealt with shortly, as BT will be speaking to Stewart on Sunday. SC informed the committee, that we now have a new account with Lloyds Bank, once SC has been granted access to our current account, he can transfer money over. The we will be solely using the Lloyds account. HB would like to congratulate the group on the financial position of £4,800 (from September 2017).</p> <p>Maybe we should re advertise our fundraising night – as a social night?</p> <p>CP would like to advertise at the festival a social night. Picnic, curry night or quiz? A show of hands from audience each night? Committee all agreed.</p> <p>Adjudicators fee – train fare, food, hotel. Last year we gave a daily allowance of £25. He will be staying at the Premier Inn next to the train station. The committee agreed this amount was fare.</p>	<p>SC to look into the social night</p> <p>CP to take this forward</p>
<p>Publicity Pop Banner – The pop banner will cost us £75.00 Website – the festival has been advertised on there for several months (BT just wanted to cover his back re – audience members unable to locate it last year 2017.)</p> <p>Programme Prices – will remain at £2.</p>	<p>BT to source other prices</p>
<p>Trophies Trophies will be coming back on the technical morning.</p>	<p>BT to catalogue trophies on technical rehearsal 2018</p>
<p>AOB RC wanted to extend the thought process, re the new initiative. RC asked would we able to give a cash prize? Could the winner receive a cash prize to help them go forward towards the next round? SS responded, this is what we would like to look into. Maybe, we could offer this if they could guarantee to sell a minimum of tickets? Committee suggested a minimum of £50.00? Free Entry?</p>	<p>Committee to look into this at the next meeting after the 2018 festival</p>
<p>Date of Next Meeting AGM Meeting – meet @ 730. Start@ 8 on 21 May 2018 Civic Centre, Blaby</p>	