

## Minutes of the AGM Meeting of the Faringdon Dramatic Society

**Tuesday 22<sup>nd</sup> May 2018 (8.00 – 9.30 pm)**

**Committee Present:** Sarah Couzens, Richard Lock, Peter Webster, Gary Field, Alan Merrick, Amanda Linstead

**Members:** Fiona Merrick, Katie Dyet, Joan and Ian Lee, Carole Tappenden, Carolyn and Alan Taylor, Jo Webster, Debbie Lock, Shela Rowan, Jeni Summerfield, Lynda and Gary Bates, Helen Thrower, Matthew Warner, Jack Metcalf, Deborah Warner, Martin Waymark

**Apologies:** Jeni Summerfield, Jacob Bayliss, Sandra Keen

<b>Agenda Item</b>	<b>Discussion / Actions</b>
Minutes of last meeting	Minutes of last AGM meeting agreed – 23.5.17
Election of Officers and new Committee Members	<p>Sarah Couzens and Amanda Linstead to stand down. Both were thanked for their service to the committee</p> <p><u>Chair (ongoing):</u> Gary Field – Alan Merrick proposed and Peter Webster seconded <u>Secretary:</u> TBD <u>Treasurer (ongoing):</u> Richard Lock – Jo Webster proposed and Carolyn Taylor seconded <u>Continuing Committee members:</u> Sandra Keen – Richard Lock proposed and Carole Tappenden seconded Peter Webster – Katie Dyet proposed and Richard Lock seconded Alan Merrick – Carolyn Taylor proposed and Helen Thrower seconded <u>New Committee members:</u> Matthew Warner – Debbie Lock proposed and Helen Thrower seconded Martin Waymark – Richard Lock proposed and Jo Webster seconded.</p>
Chair's Report	<p><b>Gary reflected on another exciting year for the society with the following highlights.....</b></p> <ul style="list-style-type: none"><li>• So Long Leonard – a production to commemorate the death of Leonard Cohen written and directed by Carolyn. This was a triumph at the Pump House during Folly Fest with standing room only. People described it as brilliant and it was repeated later at Lechlade. Thanks offered to Carolyn especially as this helped raise the profile of FDS in the town.</li><li>• Cider with Rosie in November – outstanding performances by all cast members with Dave Heady receiving a NODA district award. Thanks to Debbie for directing. She is a Master of Productions in the round.</li><li>• The Live Nativity in December - Carolyn did a fantastic job of directing this outdoor challenge with a range of actors, a tiny baby and animals.</li><li>• FDS Christmas Meal - a great event. Amanda and Sandra's Ledbury awards were highly entertaining and provided a good end to a busy year. Sadlers is booked again for Dec 2018.</li><li>• Panto Dick Wittington – another masterpiece of writing and directing from Peter. The two teenagers in lead roles gave excellent performances. Thanks to Peter for the teenager after show party – NB he is not carrying on the dating agency!</li><li>• June production – Faringdon Follies – Carolyn and Debbie sold it to the committee and roped in the Town Council for a Gala charity evening. This performance is sold out already!</li><li>• Thank you to Debbie and Richard for the Summer BBQ which went ahead despite the weather!</li></ul>

	<ul style="list-style-type: none"> <li>FDS was nominated for the Faringdon Community Group award. Sadly we lost out to the Rugby Club.</li> <li>Another visit from the Garrison Little Theatre in Fort Eerie, Canada is planned for next year. No dates, play or venue as yet but GLT will come back with a proposal soon. It is likely that this will be performed in Buscot theatre.</li> </ul> <p><b>Challenges for the future:</b> Suitable venues for productions. The possibility of using Faringdon Community College for the Autumn production is being explored but communication with the college has proved challenging.</p> <p>The Chair thanked members of the committee for their hard work and noted that venue difficulties were ongoing. Thanks was also offered to Anna and Paul ML for their excellent photography in productions.</p>
Treasurer's Report	<p>Overall, income is down on last year but some costs are not yet factored. Costs are also down from last year. Increased expenditure on equipment this year. All 3 productions made money but less than usual on the panto. Using Buscot theatre has proved economical.</p> <p><b>Current account balance: £2,985.01</b> <b>Deposit account balance: £11,746.53</b> For budget review (see additional summary sheet).</p>
Money and membership fees	AGM agreed not to increase membership fees for this year.
Important revisions to policies – around safeguarding and data protection	<p><b><u>Child protection policy</u></b> – GF has revised aspects of this policy especially around the management of sensitive information.</p> <p><b><u>Photographic policy</u></b> – GF has recently produced this policy. Important guidance includes the following:</p> <ul style="list-style-type: none"> <li>A 'child' is deemed to be anyone under age of 18 years</li> <li>The child's permission must be sought for an image (not the parents).</li> <li>Use of mobile phones to take photographs must be curbed in dressing rooms – including those of adults.</li> <li>Photographs of children will be allowed in the performance programme but when this is put online the child's image must be removed.</li> <li>Any official performance photographs need to be stored securely by the photographer.</li> <li>An announcement will be made at the beginning of a performance that no photos or videos should be taken.</li> <li>Information about dressing room protocol and photography to be made clear at the beginning of a rehearsals.</li> </ul> <p><b><u>Chaperone policy</u></b> for productions with children is now being updated by GF. Dressing Room protocol – strict adherence to no child under 18 in an adult dressing room and no girl/ boy cross over. Parents will have to be prohibited from going into dressing rooms after the production is finished.</p>
Future productions	<p><b><u>November production</u></b> – last done in 1992 – Farndale Avenue Housing Estates Townswomen's Guild Dramatic Society Murder Mystery – cast of 4 women and one man – set will need to be movable/fall down! Venue still needed. To be directed by Jo Webster.</p> <p><b><u>Panto for next year – Wishing on a Star</u></b> – currently being written by Helen and Verity.</p> <p><b><u>Buscot Theatre</u></b> – May/June 2019 - Canadians production.</p>

AOB	<p><b>Peter and Jo – new idea for a ‘pop up’ BBQ this Summer</b> - if weather forecast seems good for a weekend in June/July/August an email invite will be circulated. Peter and Jo will host one the first.</p> <p><b>Peter Webster</b> - Faringdon Historical Society – archive of press cuttings form 1948 onwards of FDS productions – display for Faringdon Follies at Buscot proposed.</p>
	<p>Meeting closed at 9.10pm</p> <p>Date of next AGM: to be decided by FDS committee.</p>