



Minutes of the SHADDO AGM

Date: 19th April 2018
Place: Shoulder of Mutton, Playhatch
Present: Gareth Jones (GJ), Neill Wilkinson (NW), Rosemary Appleby (RA), Pip Collings (PC), Cheryl Milne (CM), Peter Crowther (PSC), Angela Jones (AJ), Pamela Hudgell (PH), Harriet Thomas (HT), Charlotte Linsell (CL), Rebecca Strong (RS), Cheryl Milne (CM), Alan Appleby (AA), Henry Loud (HL).
Apologies: Hilary Tucker (HT), Becky Ilderton (BI), Liz James (LJ), Terry James (TJ), Phil Johnson (PJ), Neil McAdam (NMCA), Jill Allen (JA), Neil George (NG), Beryl Lawson (BL).

AGENDA ITEM	ACTION
<p>1. Adoption of Chair for the Meeting: PC was elected chair for the meeting.</p>	
<p>2. Election of SHADDO Officers, Committee and Auditor: <i>Chair:</i> NW; <i>Secretary:</i> PSC; <i>Treasurer:</i> GJ; <i>Vice Chair:</i> NMCA; <i>Auditor:</i> To be appointed; <i>Committee:</i> RA, HL, CM, LJ, RS, Simon Classey. There remained two vacancies in the Committee.</p>	
<p>3. Chair's Report: See <i>Appendix I</i></p>	
<p>4. Treasurer's Report: Performance Accounts, Balance Sheet, Income and Expenditure for 2017-18: See <i>Appendix II</i>.</p> <p>A £60 donation had been received from Lashbrook House in recognition of the abbreviated pantomime performances that SHADDO had provided for them.</p> <p>Categories of Membership and Membership Fees as shown in <i>Appendix III</i> were discussed and adopted.</p> <p>Proposed amendments to the Constitution as shown in <i>Appendix IV</i> were discussed and adopted. It was thought that the category 'Associate Member' was no longer relevant: membership would be limited to 'Full Members', 'Supporters' and 'Junior Members'.</p>	
<p>5. AGM AOB:</p> <p><i>5.1 New young members.</i> Ideas to attract young blood into SHADDO were discussed. The current SHADDO membership had few links with young members, and among the difficulties was that there were no longer links with the PTA at Shiplake Primary. The possibility of assisting schools with their Christmas productions was discussed. Another possibility would be to involve Year 6 teachers into SHADDO with a view to</p>	

<p>attracting children. It was suggested that Years 7 & 8 might be a better group to target through the secondary schools, but again, SHADDO has no links with them.</p> <p><i>5.2 Memorial Hall.</i> The Memorial Hall would be holding its AGM on 30th April and SHADDO had been invited to submit suggestions for inclusion in the agenda. NMCA would be attending on behalf of SHADDO. The meeting was told that the upgrading of the stage floor was currently ‘under review’. The SHADDO stage floor boards were becoming worn with use. The removal of the stage carpeting was discussed to render the floor boards no longer necessary, but the memorial Hall committee are not keen to make changes due to sound problems. GJ had investigated possible alternative venues for rehearsal rooms and his findings can be viewed in <i>Appendix V</i>. The recommendation was that we use the Memorial Hall for rehearsals.</p> <p><i>5.3 Further Suggestions to Improve Performances.</i> In addition to the post-panto feedback previously circulated, more points were raised during this meeting. The importance of the actors’ thoroughly knowing their lines was stressed and agreed by all, and suggested techniques to achieve this included reading the script around a table and commencing the learning of the lines much earlier. More confidence with knowing the lines would in turn lead to freer movement on stage. NW had noted that at Southill Park, actors in costume greeted the audience as they arrived. AA suggested that none of the cast should be expected to man the bar. His own experience of this had proved to him how difficult such multi-tasking was.</p> <p><i>5.4 Other Productions and Trips.</i> In memory of Frederick Lawson, a much-loved and enthusiastic SHADDO member, it was suggested that a murder-mystery play be produced, with perhaps a Dracula theme to coincide with Hallowe’en. NW expressed his willingness to organise another trip to London. He would alert the Committee to any interesting productions or events. It was agreed that it would be both enjoyable and useful were trips to see other AmDram groups in action organised.</p>	NW
<p>6. Frederick Lawson Frederick’s wife, Beryl, and his daughter, Jane had each written notes which they requested be circulated to the SHADDO membership. Jane requested that should any charitable event be organised in Frederick’s memory, they would prefer the beneficiary to be OXSAR (Oxfordshire Search and Rescue) in acknowledgement of their tremendous efforts in searching for Frederick in the Thames (<i>Appendix VI</i>).</p>	
<p>7. Next Committee Meeting The next meeting of the SHADDO Exec Committee would take place on Thursday, 3rd May at 7:30pm. NW kindly agreed for it to take place in his home, Croft Cottage, Northfield Avenue, Shiplake, RG9 3PE.</p>	
<p>8. Acknowledgement. PC was thanked by the Committee for her contribution to the success of SHADDO during her tenure as Chair.</p>	

APPENDIX I

Chair's Report SHADDO AGM 2018

It has been a busy year for SHADDO. Above and beyond the annual pantomime with (86 people involved!), there have been a number of other events.

Trips & Social Events

Sonning Mill & Kenton Theatre

Neil McAdam organized a trip to Sonning Mill in August, which a small but select group attended. I was disappointed to miss this one and hear it was a fabulous evening. We also went to see Chorus Line at the Kenton Theatre as part of our Christmas celebrations. Great show with fantastic singing and dancing, preceded by pizzas and drinks in the studio.

Magic circle

Neill Wilkinson organized a very popular trip to the Magic Circle at Euston in September. A unique experience, enjoyed by all.

BBQ

The traditional summer BBQ was hosted by Phil & Libby Johnson this year. Good weather, lovely food and great company!

Shows

Out of the SHADDOs

We held two sell out variety shows in September and November. Out of the SHADDOs featured the wealth of talent within SHADDO and its associates, including our very own super group. Together with a one act play directed by Neil Mc Adam, this was a really enjoyable evening. A ploughman's supper and licensed bar were provided.

Alice

The pantomime this year was one of our most ambitious yet! Directed by Rosemary Appleby, Alice in Wonderland was a truly spectacular production with amazing sets and costumes. It is lovely to welcome new, younger members to the group, and it was tremendous to see how flexible we can be in a crisis. A last minute injury meant that several of the cast had to change roles and learn new lines at a late stage.

Community Events

Shiplake Picnic

The Shiplake picnic was held on 11th June. This was a lovely community event with live music. We supplied costumes for dressing up and promoted SHADDO to the good folk of Shiplake. A big thank you to Cheryl for organizing that one. We have been invited to have a presence at the Binfield Heath Flower Show this year, so the word is spreading (something for the new committee to discuss).

Play Readings

The play readings on the first Monday of the month at The Baskerville are going strong. This is a lovely way to keep in touch with each other when we are not rehearsing, and a great way for new members to dip their toe in the water. Thanks to Peter Crowther for organizing these from February to July every year.

Lashbrook Care Home

We performed a slimmed down version of the pantomime for the residents and families of Lashbrook Care Home in Shiplake. This was very well received and they pulled out all the stops to make us feel welcome. This is a real highlight for the home and they have already booked us for next year! We have also been helping them with their own production – ‘The Ghost of Lashbrook’.

It was a sad end to the SHADDO year with the loss of a dear friend and staunch supporter. We will miss Fredrick Lawson’s silly stories and dapper dress, greeting us at the door at all our productions.

APPENDIX II

SHADDO AGM 2018 Treasurer's Report

We ended the year with a very healthy £7,132.88 on the books, including £273.30 for the Liz Thomas Garden – up £964.09 on the previous year. A summary of our income and expenditure for the year is attached.

During the year our main purchases included floodlights, a storage trolley, set of sidescreens and a major restocking of our paints cupboard. We have no major upcoming expenditure, though a number of projects are under consideration, including contributing to the cost of a wooden floor and rear curtaining.

All three productions were profitable and the panto profits hide a significant expenditure on a set of six side screens and a major restocking of the paints cupboard. Our other main source of income is our subscription fees. Following last year's AGM, the Committee introduced a new category of membership – a Supporter member – with a reduced subscription charge of £5. This appears to have been well accepted – for the first time we had a 100% collection of subscriptions – though with a slight drop in overall subscription revenue.

Gareth Jones

19th April 2018

Pantomime Jan 2018 (Alice in Wonderland)

Income:

Ticket Sales:			
Advance Sales	£1,150.00		
Shop Sales - Shiplake	£1,132.00		
Shop Sales - Binfield Heath	£1,052.00		
Door Sales	£ 514.00	£3,848.00	
Programmes		£ 156.10	
Bar sales (including sweets)	£1,279.85		
less Bar costs	-£ 658.77	£ 621.08	
		£4,625.18	

Expenditure:

Licence		£ 265.00	
Publicity		£ 228.99	
Rehearsal/Performance Facilities		£1,567.02	
Production:			
Stage & Set	£ 829.27		
Costume & Make-up	£ 441.84		
Props	£ 229.03		
Effects	£ 114.57		
Sound & Lighting hire	£ 189.16	£1,803.87	
Admin & General:			
Misc	£ 2.00		
Printing scripts	£ 11.74		
Gifts	£ 55.75		
Refreshments	£ 38.35	£ 107.84	
		£3,972.72	

Net Proceeds £ 652.46

Pantomime Jan 2018 - Sales analysis

Show	Seat price	Seats available	Seats sold	Seat Value	
Thursday evening	£5	132	63	48%	£315
Friday evening	£10	132	110	83%	£1,100
Saturday Matinee	£8	138	131	95%	£1,048
Saturday evening	£10	138	128	93%	£1,280
					£3,743

	Door	Progs	Bar	Sweets
Thursday evening	£65	£20	£192	
Friday evening	£220	£56	£330	
Saturday Matinee	£104	£31	£139	£22
Saturday evening	£125	£49	£597	
	£514	£156	£1,258	£22

Out of the SHADDOS

	15-Sep	25-Nov
Income:		
Ticket Sales	£ 760.00	£ 490.00
Bar sales (gross)	£ 394.00	£ 304.80
	£1,154.00	£ 794.80
Expenditure:		
Licence	£ 43.20	£ 37.20
Publicity	£ -	£ -
Scripts		£ 11.48
Rehearsal/Performance Facilities	£ 228.63	£ 229.40
Refreshments:		
Food and table decoration	£ 152.53	£ 118.49
Bar Costs	£ 183.61	£ 179.01
Production:		
Set & Props	£ 28.85	£ -
Equipment hire	£ 9.00	£ -
	£ 645.82	£ 576.38
Net Proceeds	£ 508.18	£ 218.42

Balance Sheet and Income and Expenditure for 2017-18

Balance Sheet	2017 / 2018	2016 / 17
SHADDO Main Account		
Opening Balance 1 March 2017	£ 5,876.49	£ 4,542.14
Increase/decrease for the year	£ 993.09	£ 1,334.35
Closing Balance 28 Feb 2018	£ 6,859.58	£ 5,876.49
SHADDO Garden Account		
Opening Balance 1 March 2017	£ 292.30	£ 316.66
Increase/decrease for the year	-£ 19.00	-£ 24.38
Closing Balance 28 Feb 2018	£ 273.30	£ 292.30
TOTAL	£ 7,132.88	£ 6,168.79
Made up of:		
Cash at bank (Statement 73)	£ 7,257.88	
Plus: uncleared payments	£ -	
Less: cheques issued but not presented		
Shiplake Village Nursery	£ 125.00	
TOTAL	£ 7,132.88	

Income / Expenditure	2017 / 18	2016 / 17
SHADDO Main Account		
Income:		
Subscriptions	£ 475.00	£ 604.00
Productions		
Out of the Shaddos (1)	£ 508.18	
Out of the Shaddos (2)	£ 218.42	
Pantomime	£ 652.46	£ 1,692.38
Other income		
Donations	£ 75.00	
Bank Interest	£ -	£ 75.00
Total Income	£ 1,929.06	£ 2,196.38
Expenditure:		
Purchases:		
Lighting (3 Codas & Mac)	£ 242.14	
Sound (cables)	£ 51.52	
Storage trolley	£ 214.92	£ 378.67
Social & Other non-performance events:		
AGM		
Magic Circle Trip	-£ 12.00	
Kenton Trip / Xmas Party	-£ 47.20	
BRO	£ -	£ 59.20
Administrative & General:		
Insurance	£ 300.93	
Subscriptions (to NODA)	£ 72.00	
Electrical testing	£ 50.00	
Misc	£ 10.00	
Printing	£ 42.66	
Website	£ 21.00	£ 496.59
Total Expenditure	£ 945.97	£ 862.03
Net Income	£ 983.09	£ 1,334.35
SHADDO Garden Account		
Income:		
	£ -	£ -
Expenditure:		
Plants		
Garden accessories	£ 19.00	£ 24.38
Net	-£ 19.00	-£ 24.38

19th April 2018

APPENDIX III

Categories of membership 2017/18:

	<u>Fee</u>
Full Member (18 and over)	
<ul style="list-style-type: none">• Eligible for election to Committee, eligible to be selected for a performing role, eligible for a major non-performing role.	£10 individual
<ul style="list-style-type: none">• Receives invites to all SHADDO functions, including play readings.	£25 Family*
<ul style="list-style-type: none">• Included in 'Members' mailing list	
<p>* (Family - 2 Full Members adults and any number of children living at the same address)</p>	
Junior Member (Under 18 or in full time education)	
<ul style="list-style-type: none">• Eligible to be selected for a performing role.	
<ul style="list-style-type: none">• Receives invites to all SHADDO functions unless for adults only.	£5
<ul style="list-style-type: none">• Included in 'Junior Members' mailing list	
Supporter (18 and over)	
<ul style="list-style-type: none">• May take a direct, active, non-performing role in productions (e.g. props and set build, round and lighting, costume and make-up, help on set build and strike days).	£5
<ul style="list-style-type: none">• Receives invites to all SHADDO functions including play readings.	
<ul style="list-style-type: none">• Included in 'Supporters' mailing list.	
<p><i>(Note - anyone involved behind the scenes, including in the green room, should be encouraged to be either a Full Member or Supporter, unless involved in front-of-house or chaperone roles.)</i></p>	
Friend (all ages)	
<ul style="list-style-type: none">• Anyone who has been involved in the past with SHADDO but is not currently directly involved.	
<ul style="list-style-type: none">• Anyone electing to join the 'Friends of SHADDO' mailing list.	
<ul style="list-style-type: none">• May receive invites to selected SHADDO events and play readings	
<ul style="list-style-type: none">• Included in 'Friends of SHADDO' mailing list.	

APPENDIX IV

Proposal for amendments to Shaddo Constitution

The following resolution is proposed for consideration at the AGM:

Resolution: That the Shaddo constitution be amended as follows to reflect changes in Membership implemented this year on a trial basis pending approval by the AGM.

4. Membership

The Society shall consist of **Full Members**, ~~Associate Members~~ and Junior Members **and Supporters**, and may also include as honorary Life Members such other persons as shall have rendered special services to the Society.

5. Eligibility for Membership

Full and Supporter Membership shall be open to all those of 18 years of age or older and living or working in the locality of Shiplake and Dunsden* or having such other connection with the locality as the Executive Committee shall deem from time to time to be appropriate, having sympathy with the objects of the Society and desiring actively to further it and to pay the entrance fee, where applicable, and annual subscription laid down from time to time by the Executive Committee. Every Member shall have one vote.

~~Associate Membership shall be open to all those over the age of 18 years and not living or working in the locality of Shiplake and Dunsden* having sympathy with the objects of the Society and desiring actively to further it and to pay the entrance fee, where applicable, and annual subscription laid down from time to time by the Executive Committee. Associate Members shall not be entitled to vote.~~

Junior Membership shall be open to all those who are under 18 years of age, **or who are in full time education**, having sympathy with the objects of the Society and desiring actively to further it and to pay the entrance fee, where applicable, and annual subscription laid down from time to time by the Executive Committee. Junior Members shall not be entitled to vote.

* the 'locality of Shiplake and Dunsden' means those villages in South Oxfordshire that are within the catchment area of Shiplake Memorial Hall, namely, Shiplake, Lower Shiplake, Binfield Heath, Harpsden, Emmer Green, Dunsden Green, Playhatch.

19 April 2018

APPENDIX V

Alternative rehearsal venues

1. **Harpden Hall** – no weekday evening availability (as of 15 Feb).
Standard charge £18.50/hr – discount of 25% may be negotiable.
Cost for multiple 2-hour session (discount of 25% assumed) - £27.75
2. **Henley YMCA** – Availability on Tuesday evenings only.
Current charge £17.85/hr, rising to £18.39 later this year. 10% discount for bookings of 10 sessions or more.
Cost for multiple 2-hour sessions - £33.10
3. **Dunsden Hall** – Currently fully available but taking bookings following refurbishment so situation may change. Small room has associated kitchen, but may have same noise issues as Church Room (see photos below).
Cost £16 per hour (small room) / £20 per hour main hall. Discount may be available.
Cost for multiple 2-hour sessions, assuming 10% discount - £28.80
4. **Shiplake Memorial Hall** – currently available from 7.45pm on Wednesdays and Thursdays.
Standard rate is £14.25 but we get a 25% discount as a specified user and may get a further 20% discount as per recent panto bookings.
Cost for multiple 2-hour sessions (25% discount / 45% discount) - £21.38 / £17.10
5. **Tythe Barn** – no response received. (Not pursued - I doubt this would be a feasible option on either availability or cost grounds.)
6. **Caversham Park Village Association** - Contact: Linda Salmon. Meeting room (currently used by Caversham Am dram group for rehearsals) is available Mon-Thu evenings. (Note: Pip knows the venue and considers it unsuitable.)
Cost - £14.10 per hour (no discounts available).
Cost for multiple 2-hour sessions - £28.20

Recommendation

Any change of venue will more than double rehearsal costs. The only feasible alternative is the Shiplake Memorial Hall. This has limited availability so any bookings should be made early.

APPENDIX VI

Dear Shaddo Members

I and my family want to thank you so very much for all your lovely cards and so many kind words. At the moment I am living in a kind of nightmare and just cannot face the world but so wanted you all to know how much your love and prayers have meant to me.

The emergency services have been wonderful and as I am writing this they have just brought onto the river special sonar boats. For the last ten days they have worked tirelessly trying to find my darling boy and the diving team who go all over the world said they had never seen such a dreadful conditions.

I am surrounded by my family and Carl arrived last Saturday from [N.Z.](#) so am getting lots of love , hugs ,kisses and licks from Obi (Jane's dog) so now just praying that Frederick will soon be found .

Please remember us in your prayers, you are all our Shaddo Family.

With love Beryl and family X

Dear Peter,

We, as a family, are going to raise money- to honour dad-to thank O.X.S.A.R. the Oxfordshire lowland Search and Rescue, for their unrelenting and selfless efforts: it is they who still continue the search since dad's disappearance and their charity is run completely by volunteers- many giving of their own time and money to help families like ours, in desperate situations- we had no idea, that organisations like this existed.

If you feel this is something that SHADDO members would be happy to support, I know it would mean a lot to us all, the full details of their charity can be found under the OXSAR website and Facebook page.

I send this to you all, for your kind consideration.

My warmest thanks for the overwhelming love and support you have shown to mum. Dad would be so grateful and proud.

Jane X