

Ferring Amateur Dramatic Society

Minutes of committee meeting held on Wednesday 2nd September 2026

President	Pat Attree	Yes	Box Office	Andrea Leisk	Yes
Chairman	Veronica Cringle	Yes	Committee	Simon Weston	Yes
Hon Sec	Roy Stevens	Yes	Committee	Carole Holliday	No
Treasurer	John Croot	Yes	Committee	Liz Nash	No
Tech Manager	Nigel Bubloz	Yes	Committee	Martin Oakley	Yes
Membership	Steve Baker	No	Committee	Liz Toon	No
			Guest	Sue Curtis	Yes

1	Apologies - Apologies received from Steve, Liz Nash and Liz Toon - Sue Curtis was welcomed to the meeting as a guest.	Action
2	Minutes of Last Meeting Minutes read and approved	
3	Matters Arising FOH board – Now completed except for LED lighting which will be added later. Insurance for contents of new storage units – Nigel and Martin have estimated a replacement value for our flats at approx. £6,000. No value has been calculated for furniture, props or costumes, but the committee agreed that a nominal £4,000 should be adequate. The committee agreed unanimously that we should therefore arrange contents cover for a total of £10,000. John will arrange to have this added to our NODA insurance policy. CGT liability – No more has been heard from HMRC in respect of our disputed penalty for late payment. C/fwd Ice cream tray – Martin is currently researching plastic trays and webbing to make this. He is confident that this will cost around £30. The committee agreed unanimously that he should go ahead on this basis. QR code on poster for current show - Simon reported that the QR code has now been added to the <i>Ladies Day</i> poster. Sale of unused costumes - on Vinted has not gone ahead due to Bex's resignation from the committee. Templates - for all FADS show documents are currently being worked on. Lighting - under the scenery store mezzanine has been installed (a temporary installation at no cost). A permanent installation will be required. Note in Martin's Set Build report refers.	JC NB/VC MO NB/MO

4	Correspondence - Email received from Margaret Campkin offering FADS clothes for our costume store. Veronica has been to look at these, and they have been added to our wardrobe. - Roy has written to Simon Cornish regarding the temperature in the hall during our summer production. We lost approx. 20% of our audience due to the heat. Simon has responded by saying that he has asked one of the Trustees to investigate the possibility of the installation of air conditioning into the hall and hopes that this will be concluded before our next FADS committee meeting in October. They will then decide on whether to proceed with the feasibility study for fitting AC units and costings. Roy has mentioned to Simon that if AC is not a possibility FADS may need to reconsider the dates for their future productions in an attempt to avoid the hottest months.	RS
5	Treasurer - John distributed a trial balance prior to the meeting. Balance in c/a £718.18. Balance on interest bearing deposit a/c is £15,577.07 - John mention that the discrepancy shown on the accounts of £15.30 had now been found and related to a refund on hall hire fees. - The June production of Abigail's party had been very successful, raising a surplus of £1,282. Nell Gwyn raised £605. - We have received interest of £1,977.07 on monies held on deposit.	
6	Technical Report – Stores: The furniture is now sorted and spread over to the new shelf that Peter and Martin created. This should ensure that all furniture is readily visible. Lights (PIR type) are now fitted over the outside of each store door. This should make opening/locking up easier (when it is dark). Cost was £12. Lighting has been fitted under the mezzanine floor (as requested at last meeting). This is a temporary fitting (at no expense). A more permanent fitting will be made later. MailerLite (FADS email sender): We switched from MailChimp to MailerLite, because they introduced a limit of 250 contacts (we had approx. 300). As reported at last meeting, the same restriction has been imposed on MailLite. To enable us to continue, Nigel has removed some contacts that don't open emails. However, we are still near the limit, so further action will be needed if we wish to add significantly more contacts. Village Hall Improvements: Considerable refurbishment works have been completed over the summer months. These include some recommendations made by FADS (and other users):	NB

	Light switches in corridors have been removed, and all corridor lights have PIR (automatic) sensors. A fridge has been fitted in the Griffin Room kitchen. Tori Productions (for Triple Threat 'Little Women' show) hired our lights for their show (20th - 22nd Aug). Total £45.	
7	Chair Report – Veronica reported that Niall Conlan and Bex Drew had resigned from the committee. Judith has moved house and now lives in the Channel Islands.	
8	Props and costumes – Veronica mentioned that bags of costumes had been dumped in the costume store without being hung on the racks. A reminder was given to ensure that any costumes borrowed, or used in a production must be returned to the store and hung up in the appropriate place. In the absence of anyone currently being responsible for the costume store this responsibility will fall to the producer of the current show.	
9	Set Build FOH Photo board - Complete. Just needs the LED lights Ladies Day Set - Set designed. Treads and the counter on wheels are ready for rehearsal start. Set comprises of 6 or 10 flats. These will be double sided and will rotate on stage. Possibly only two painting Sundays needed but hold a 3rd in reserve. - Martin mentioned that he will need to make some double-sided flats for the current production – the approx. cost of these will be £200 and the committee were asked to approve this. A vote was taken and approved unanimously. Scenery store – lighting - Scenery store will require additional lights under the first mezzanine. Work on this to be completed over the Autumn/Winter Banners/Posters - Banner for Ladies Day has been delivered and was shown to the committee. Posters and flyer artwork ready and these will be ordered shortly. - Poser and banner design for March show also complete	MO MO MO MO
10	Publicity Simon has local publicity in hand for Ladies Day.	
11	Future & current productions November Play – Ladies Day – Rehearsals have started and are going well. Box office will open on 27th September. Costumes are being sourced. New NODA rep to be invited to review the show. Sarah P to arrange this. Ken Mandel has agreed to manage FOH. Veronica will look out the template and send this to him March play 2027 - Five Blue haired Ladies Sitting On A Green Park Bench – Veronica directing – Show Meeting is booked for 19th October. Show pack is being prepared and will be sent to Simon for proof-reading. Poster design and banner design completed.	SP/VC VC

	• June 2027 – Liz Nash has agreed to direct a Murder Mystery supper evening with the close support of Veronica. She has now chosen a script. She has met with Veronica, and they have suggested that some changes are made to a couple of the characters. The script writer will be contacted in order that her approval can be obtained. There will be a fish & chip supper included in the ticket price. A discussion took place regarding the positioning of round tables in the hall. Some concerns were expressed as to how this would work, Martin to produce a cardboard template to tryout before a final decision is made. • November 2027 – Clue – Roy directing. Martin has produced draft set design and discussed poster ideas with Roy.	LN/VC/MO
12	AOB • Play reading – September has been cancelled. Veronica suggested that the script for the Murder Mystery evening could be read in October. Roy to contact Liz and check that she is happy to organise and run this. • Nigel suggested that committee meetings should continue until July to give continuity for the November show. This was discussed and it was felt that this was not necessary. • Nigel expressed his concern that the director of the current show was not attending committee meetings. Veronica reassured the committee that Yaz had been invited to attend committee meetings, but due to other commitments was unable to attend. • It was agreed that gloss paint should not be used on set build as it is extremely difficult to remove. • The next newsletter will be designed and edited by Sue Curtis. She attended the meeting to discuss her ideas. It was agreed that a draft would be produced to include details of all future shows, with audition dates etc. In addition, perhaps an interview with a current member of FADS. Roy suggested that a few words from the Chair might also be included. Nigel is going to send her a copy of the newsletter produced by the Southwick Players as an example. • It was agreed that Pat would order the <i>Poppo Day</i> wreath as usual. • Nigel mentioned that Simon Cornish had received a request from Tori / Teegan who wants to put on a play over the bank holiday weekend at the end of May 2027. Their plan is for the set to go up on Friday 28th, with a dress rehearsal later that day. There would be an afternoon or evening performances on Sat 29th and Sun 30th, with the set coming down on Sun 30th. FADS have the Main Hall and Stage booked on Sunday 30th 09:00 – 12:00 for the first set preparation for our June play. There is no problem with the booking, but we have been asked if FADS would mind Tori's set being on stage that Sunday morning ? – This was discussed by the committee and it was agreed this should not cause us any problems. Nigel to confirm our agreement to Simon C.	RS/LN NB/SC PA NB
	Meeting closed at 9:22pm - Next meeting 7th October 2026	