

Ferring Amateur Dramatic Society

Minutes of committee meeting held on Wednesday 7th October 2026

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

1	Apologies • Apologies received - none	Action
2	Minutes of Last Meeting • Minutes read and approved	
3	Matters Arising • Lighting for FOH board – Not yet completed – c/fwd • Insurance for contents of new storage units – John has arranged to have this added to our NODA insurance policy. We now have £10k of cover. The additional premium was £20 with an admin fee of £32.81. • CGT liability – Nothing has been heard from HMRC in respect of our disputed penalty for late payment. C/fwd • Ice cream tray – Andrea has obtained two suitable trays [free of charge] although Martin had purchased a plastic tray and webbing to make one. He has spent £30 on this. • Templates - for all FADS show documents are still being worked on. • Air conditioning – main hall – no update yet, the hall trustees are due to meet later in October and Simon Cornish will update Roy on their plans. Roy will not make the hall bookings for 2028 until the position is known. Roy will update the committee at our November meeting. • Mailerlight – second distribution list now created – see Nigel’s report [6] • NODA Rep invitation to Ladies Day – it was decided that this should be a committee invitation – Veronica to act on this - c/fwd • Double sided flats – these are being constructed and will be ready for <i>Ladies Day</i>. • Alterations to murder mystery script – Liz has yet to speak to the author c/fwd • October play reading – will now be a reading of the MM script led by Liz Nash • Newsletter – this has now been completed and distributed – see Nigel’s report [6]	MO NB/VC MO RS VC MO LN

4	Correspondence Nothing to report	
5	Treasurer John distributed a trial balance prior to the meeting. Balance in c/a £1,743. Balance on interest bearing deposit a/c is £15,577 which includes accrued interest. John is also holding £718 in cash which will be used to replenish bar stock and provide floats for the November production.	
6	Technical Report – - Mailerlite: Reminder of problem – FADS has exceeded the new limit of subscribers for free use. A new (separate) account has been opened. All the 'non-member email' subscribers from our original account have been moved to the new. This one can just be used to send out info about shows/tickets. Andrea has access to this one. Doing this has reduced the number of subscribers in our main account (members/patrons/life) to 97 (well below the 250 limit). The only disadvantage of this, is that if we wish to send a message to 'all', it will have to be done twice. - PAT (Portable Appliance Testing) of FADS electrical Equipment: This has been started but is not yet complete. Harry and Nigel are doing this, so no cost to FADS. - Newsletter: Sue Curtis was unfortunately unable to prepare the latest newsletter. Using content Sue had prepared, Nigel was able to publish our Autumn newsletter. It is hoped that Sue will be able to work on the next edition.	NB
7	Chair Report – nothing to report.	
8	Props and costumes – No one has come forward to manage the costume store.	
9	Set Build Photoboard - Complete. Just needs the LED lights LD Set - Set designed. Treads and the counter on wheels are being used for rehearsals. Set comprises of 5 double sided flats and will rotate on stage. Possibly only two painting Sundays needed, but hold a 3rd in reserve. Fence to be built for rehearsals from reclaimed materials. Additional pieces of hardware bought and bills to be put in. Yaz has purchased one set of paint and will put bill in. Martin still to purchase more green paint. 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 and posters/flyers all received.	MO MO MO

	• Ice cream trays - Tray and strap bought and bill to be put in. Andrea has been given two ice cream trays so parts purchased will now not be needed.	
10	Publicity • Simon has local publicity in hand for <i>Ladies Day</i>. He made a request for photos that he can incorporate within the articles sent to the local magazines. • Simon needs the dress rehearsal date for <i>Ladies Day</i> confirmed so he can invite the Worthing Journal. He will email Yaz.	SW
11	Future & current productions • November Play – Ladies Day – Rehearsals are going well. Roy mentioned the lack of social media coverage. The Facebook page for FADS is still showing the current production as Abigail’s Party and needs updating. Carole will update Facebook ASAP. • March play 2027 - Five Blue haired Ladies Sitting On A Green Park Bench – Veronica directing – Show Meeting is 19th October. Show pack is being printed. • June 2027 – Liz Nash is directing a Murder Mystery supper evening with the close support of Veronica. Script will be read by some of our members on 12th October. Liz has decided to seat the audience at round tables; Martin will produce a cardboard template to try-out so a table configuration can be decided. He will also investigate the possibility of hiring tables. • November 2027 – Clue – Roy directing. Martin has produced draft set design and discussed poster ideas with Roy.	CD VC LN/MO
12	AOB • November Play reading – Roy asked for a volunteer to organise. As no one was able to take this on Roy will cancel the booking for the Griffin Room. • Roy has been contacted by West Chiltington Dramatic Society who are looking to organise a regular collective of amateur drama groups in the area to share ideas and support each other. No date has been set yet for the first meeting. Following a brief discussion it was agreed that although the committee supported the idea no one committee member wanted to attend every meeting. It was therefore agreed to accept the invitation and a different member of the committee will attend each meeting. Roy will respond to the invite accordingly. • Nigel suggested that one person on the committee should take on the responsibility of applying for the bar licence for each production. It was the consensus of the meeting that, as this was an admin task, it should fall to the secretary to take on this job.	RS RS RS

	- Nigel mentioned that Harry Leisk would like to purchase some more lighting. This would give better lighting across the rear of the stage. The committee agreed that a max spend of £500 for this would be acceptable. Nigel will work with Harry to look at what is required and agreed to report back with their proposals at the next committee meeting. - The missing seat row signs have now been replaced by Martin. - It was agreed that prosecco will be sold from the bar during the production of Ladies Day. - Nigel mentioned that the license for our Website domain was now due for renewal. It was agreed that this should be renewed for a period of 6 years at a cost of £93.53. Nigel will arrange this. - Liz T mentioned that the Arun Arts Society had donated £10 to FADS as a thank you for allowing them to borrow costumes for their models.	NB/HL NB
	Meeting closed at 8:53pm - Next meeting 4th November 2026	