

## Committee Meeting Minutes

Wednesday 10th December 2025

Meeting Time: 6:00pm  
Meeting Start: 6:12pm  
Meeting Close: 7:44pm

Attendance in Person: Peter Harding – President - Chair  
Diana Mason – Vice-President, Karen Harding – Secretary, Ken Jones - Treasurer  
Committee: Deb Johnston, Mike Sheehan, Candace Baldwin

Apologies: Ilesha Williams

Item:	Raised By:	Matter For Discussion:
1	<i>Karen</i>	Confirmation of Minutes from last meeting,
		Motion: That the minutes from the meeting 14th October 2025 and 11th November 2025 be accepted as a true and accurate representation of the meeting.
		Moved: Karen Seconded: Diana Approved
2	<i>Ken</i>	Treasurer Reports for November
		Motion: The Treasurer moves that the financial statements from November be accepted.
		Moved: Ken Seconded: Mike Approved
3	<i>Ken</i>	New Members
		all accepted except Luke who has not provided a WWC approved
4	<i>Karen</i>	Chair Layout
		Just a reminder to all duty managers to make sure that the chairs are returned to their usual places, as per the ticketing, at the end of each performance. Sometimes with newer ushers they don't know the layout.
5	<i>General</i>	Date to be set for nominations for the AGM
		Our AGM is set for the 17th February 2026. Nominations for the committee are due at 5pm on the 19th January. Mike to draft an email letting members know of the dates and a reminders to renew their memberships.
6	<i>General</i>	Date to be set for Annual Celebration next year
		The Annual Celebration will be held on the 14th March. Last years went well, we will cater the same with Karaoke at the end. Karen to contact Gunter for the food. Peter to contact Jed for the band.
7		Lack Of Volunteers/ How did Front of House go in Georgy Girl?
		We did eventually cover the Front of House for all shows, but it did mean that many were doing multiple shifts and included Peter coming around from back stage to run the bar. We will send a reminder to the members that the theatre will pay for their RSA to encourage members to fill the bar.
8	<i>Karen</i>	Family History date change
		Family History has requested that they move their prebooked date of Saturday the 4th of April to the following Saturday to avoid Easter.
		Approved.
	<i>Correspondence</i>	We received various thank you letters regarding the 70th Celebration including one from Sharon Cadwallader, Alan Williams' family and several of the charities that attended the event.
		<i>Licensee Update</i>
		No further updates this month.

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Facility:	Peter	<i>General update and matters arising in prior period</i>
		The Disabled toilet has now been repaired as well as some leaky taps and the cistern in the gents is now reattached to the wall. Thank you to Peter for organising.
		Peter also had them look at the hot water service in the upstairs dressing room. The tec said, "Give it back to Noah!" They ran through alternative options and it would cost aroun 3 grand to reinstall hot water for backstage. Probably not a priority for now. But when we look at the sideways renovation we may install hot water then.
		<i>Council Matters</i>
		We have had no success with Council to date. Our lease is due in June, but we have to respond to council in the next two weeks. Peter and Ken will complete the details necessary.
Publicity:		<i>Social Media Update</i>
		<i>Website changes/updates</i>
		<i>General Marketing</i>
		No updates this month
Current Show Updates:		Georgy Girl, Anne Of Green Gables, Afraid Of The Dark, A Chorus Line
	Georgy Girl	Georgy Girl went really well. It was received well by audiences.
	Anne Of Green Gables	Report from Jacquie received. Peter is now doing the lights, and Paul will be the SM. Books are down, and the show is progressing well.
	Afraid Of The Dark	Has been cast and had their Meet and Greet last night. Some new to BP involved as well.
General Business:		
	Candace	Candace is thinking of taking on the role of membership officer next year. She would also like to restart a company newsletter. Committee thought that this was a great idea.
		Ideas were tossed around of other ways to help members feel involved or attract new ones. We may potentially hold an open day near Afraid of the Dark.
	Mike	Reminded Karen to send through photos from 70th.
	Karen	With Candace taking on the Membership next year, Karen will take on the VIPs from Afraid of the Dark, keeping all ticketing in one place.
		Peter has given Ken information to be obtained and the invoiceing information for Onstage which we wil do on Monday after we discover if excess cleaning needed.
Next Meeting:		20th Jan
		Meeting close:7:44pm