



**ANNUAL GENERAL MEETING 2011**

**Minutes**

**Held on 22 September 2011 at 8:00pm**

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**1. Apologies for absence**

Margaret Burns, Felicity Brown, Ann Stratton, Sheila Owen, Bev & Cliff Meyler, Pauline Aubrey, Ann Leake, Nita Mistry, Greta Waters, Chris Cooper, Michele Jenkins

**Present**

Simon Cash (Chairman), Jon Grunewald, Stuart Berry (Committee Member), Sue Cash (Committee Member), Keith Bayross, Simmon Hill, Tony Cash, Terri Bloch, Tim Hood, Arnold Glickman, Nigel, Emma Berge (Committee Member), Viv & Rona Cooper, Elizabeth, Katherine Sayer, Jackie Simeone (Secretary & Minute Taker)

**2. Minutes of the meeting of September 2010**

Approved

**3. Matters arising (not otherwise on the agenda)**

None

**4. Officer's Reports**

- a) Chairman's Report (see attached)
- b) Secretary's Report (see attached)
- c) Treasurer's Report (see attached)

**5. Election of Officers**

The Election of Officers took place as follows:-

**Bob Holness will remain as President**

**Simon Cash** was re-elected as Chairman  
(proposed by Tony Cash and seconded by Mark Waters).

**Viv Cooper** was re-elected as Treasurer  
(proposed by Stuart Berry and seconded by Tim Hood).

**Jackie Simeone** was re-elected as Secretary  
(proposed by Tim Hood and seconded by Stuart Berry)

**Felicity Brown** was elected onto the committee  
Proposed by Simon Cash, seconded by Sue Cash

The remaining members of the Committee were all re-elected.  
**(Sue Cash, Emma Berge, Mark Waters, Stuart Berry, Michele Jenkins)**

**Tony Cash** and **Cliff Meyler** were re-elected as Auditors  
(proposed by Tim Hood and seconded by Sue Cash).

## 6. Financial Matters

### a) *Ratification of Subscription*

Current prices are £20 (full), £10 (student) £5 (friend). The proposal for these prices to remain the same for another year was agreed.

### b) *Ticket Prices*

In light of the proposed change to implement raised seating, proposal is to raise prices from £8 to £9. The 10 tickets for the Friendship Club to remain unchanged. Agreed.

### c) *Programme Prices*

Proposal for the price to remain the same at £1. Agreed.

## 7. 2011/2012 Productions

Rehearsals for the November production of Pygmalion are well under way. Sue observed at the casting that there were fewer of the more mature members there which may result in some of the younger ones having to step up and take on these roles.

As well as the main characters, there are nine bystanders, and children are also involved including Jake Cash (8), Dylan & Lily Maguire (8 and 10) and Hope Feasey (14).

The February production of 'Allo 'Allo in February will be the second of the season, and the decision is yet to be taken whether to stage in the round or on the stage.

The third production in May was to be Absurd Person Singular, however, permission has unfortunately been declined this time, and its replacement will be under discussion at the next committee meeting.

## 8. Social & Fund Raising

On the horizon will be the enjoyable theatre outings to Watford, the ever popular Ladies that Lunch, and possibly a poker match as well. The usual Quiz Night will be held in the New Year and the play readings will also take place.

## 9. Any Other Business

Sim stated that with the introduction of tiered seating, there needs to be a communication line for the phones.

Sue mentioned the issue with stage curtains not meeting in the middle. Simon has spoken to Keith Schofield about this who will source a quote for a two track replacement which means they will overlap; probably a 50/50 with the cost. The black side curtains may also need replacing.

Viv reminded us that subs are now due.

Meeting closed @ 9:50pm.

## **Chairman's Report**

### **Productions**

The year began with a large purchase of new rostra which has been very successful. This not only enables a more secure stage to be built and broadens the scope for the type of plays we can produce, but it takes up half the space to store.

#### *Small Family Business*

This was a large cast production which warranted Tony Cash's directing skills – two new members were involved and memorable moments included Melissa stopping rehearsals with her first appearance in a very skimpy outfit, and Mark portraying 5 different Italians (great accent!). Stuart Berry also showed us a more meaner, moodier side to his acting skills which was a treat to see. The new rostra proved very useful here as there were 3 levels to the set. Technical challenges included a burning casserole and the ability to move in and out of wardrobes very quickly..

#### *Steel Magnolias*

This was quite technically challenged with having to raise the back area, produce running water, and learning hairdressing skills. Michael Strudwick did an amazing job with the painted backdrop, and the wonders of the internet produced a portable shower, and using this (and a bucket!) enabled people's hair to be washed on stage. Sue Lazarini was a very patient teacher, showing the two new members how to produce wonderful hairdos. So many thanks to Sue and also a big well done to the two new members; Jo Morgan & Rachael Nolan, for not only having to learn lines and moves, but also having to be skilled hairdressers (perhaps a new career will blossom?!). Well done to Steve for directing an all female cast and picking up a few hairstyle techniques along the way.

This production also saw the move to full colour publicity, which proved very successful and we now have a professional programme which matches – many thanks to Stuart for taking on this role.

#### *Dealers Choice*

A unique play and a first for PP – an all male cast, performed in the round with raised seating for the audience. Three firsts in one production! Again, it was the purchase of the new rostra which allowed us to produce this play and although it brought additional challenges of having to act and direct in different ways, this was a huge success with a lot of very positive comments from both the audience and the cast members (despite the colourful language!). New technical challenges were plentiful, including lights suspending from the ceiling and sound having to be routed through to the hall rather than the lounge.

### **Rostra / Raised Seating**

Just a little more detail surrounding this area. It takes two people around one hour to set up the seating. (NB. We were drawing "wows" from the audience as they came in to see DC which was encouraging). As this proved so successful, we started to think about investing in some additional rostra to have the raised seating in place for all productions – this will enable the last 4 rows to be raised, with appropriate kickbacks and guardrails in place, with space at the back for the sound and lighting crew. 44 seats on the tiered rows; 96 on the floor.

We will, however, lose the ability to fit in any "extra" seats at the back. Stuart raised the question of seats for the Friendship Club, and these will, of course, still be provided. Jon also queried where the board of photos will be positioned, and we could either move these to the hallway (as we did for Dealers Choice, or perhaps we would be able to hang them from the borders in the hall. Keith asked about the availability of the emergency exist on the left, and as there will be one metre between this and the seats, this will be fine (again, as shown in the Dealers Choice production). Viv confirmed that he had met up with PADCA recently and after a lot of debate, it was agreed that the back tiering (6ft wide 4ft deep) can be erected on the Saturday so the sound and lighting crew can put their equipment at the back. The other 3 rows can go up on the Thursday which as previously mentioned, will take two people about an hour.

Row K is 3ft deep; J&H 1 metre deep. Back row is stand alone. They can also store under one another if the legs are removed from the front 3 sets of tiers and stack them on the last row at the back. This could also be an opportunity for this equipment to be used by other hirers. I'd like to say a huge thank you to Viv who has done a large amount of work with this.

Another positive for the additional rostra to be purchased is that Instead of having bare wood, we will have charcoal carpeted panels, which makes it safer. There will be enough storage space as it takes up a smaller area and we will dispose of some that are no longer needed.

..Many Thanks go to..

A huge thanks to the people who work so tirelessly behind the scenes:

To Tim & Jon for the newsletters and maintaining the mailing lists.

To Nigel Hewitt, Michael Strudwick (& son Sam) who work very hard in the background and have done wonders (as always) this season.

To Terri Bloch, our wonderful Box Office lady (who rose to the challenge with Dealers Choice)

To Brenda & Jane who make the job of props look so easy.. but we know it takes a lot of hard work.

To Viv (Treasurer) and Jackie (Secretary) and all the Committee Members

To our Vice Presidents, including the newly elected Bev Meyler and Tim Hood for their valued support

To our President Bob and his wife Mary, who graciously stood in for Bob at the 75<sup>th</sup> Anniversary Dinner and gave such a lovely speech.

Committee Changes

..and finally, Denise was replaced by Michele during the year – so a belated welcome to Michele and thanks to Denise for all her hard work. We also said farewell to Chris Cooper, but not goodbye as he has agreed to be on standby should he need to be seconded! Many thanks go to him for his valued contribution to the committee.

**Simon Cash**  
**Chairman**

**September 11**

## **Secretary's Report**

We've had a good year socially, kicking off with the Quiz Night in January, which was won by Tim's Team – dare I say “yet again”. There have been various theatre outings, including the rather washed out Regents Park open air theatre event which was cancelled due to the rain, which was such a shame. If you can get a positive from such a disappointment, it was that whilst we were waiting for the powers that be to tell us if rain would stop play, it did give us a chance to have a catchup with each other which was nice.

We also held our 75<sup>th</sup> Anniversary on a gorgeous June day, which was a huge success, and it was lovely to meet members, past and current alike – special thanks go to Mary Holness and her daughter Ros for attending and Mary graciously stepped in for Bob and gave a wonderful, uplifting speech that was appreciated by everyone present.

For me personally, it was so interesting to hear stories of Pinner Players past, and to see the wonderful boards and albums depicting the life of the players which I know all were delighted to see, and of course there were a couple of surprises for two of our long standing members who were made Vice Presidents; Bev Meyler & Tim Hood – both richly deserved. Many thanks go to the organising committee of Sue, Bev, Tony & Tim for making this a truly memorable occasion.

The 2<sup>nd</sup> Pinner Players BBQ was held at Simon's, and although rain tried to stop play, the sun did manage to come out and say hello and I believe the last guest departed about 1am.. many thanks go to Simon & Cindy for hosting this popular event, and long may it continue.

The social scene culminated with the eagerly anticipated trip to Scarborough to see Neighbourhood Watch, which is Alan Ayckbourn's 75<sup>th</sup> play, and as Simon has already spoken about this, I'll just say a big thanks to Mark Waters for arranging this successful trip.

We have 97 members currently; 47 of which are full members together with 42 Friends, 4 Vice Presidents and 1 President. Our last season welcomed a handful of new people, and we hope they stay with us for years to come.

Looking to the future, we have the Christmas party, details of which are yet to be confirmed. Also of interest is the Wigs & Makeup workshop which was mentioned in a recent newsletter, and there is still time to register your interest with myself as this is on next Wednesday 28 September.

Also being looked into is a variation of the ever popular Ladies that Lunch – Ladies that Dine for those unable to attend the lunchtime events due to work commitments. Also on the horizon is a possible theatre trip to the West End and as always, suggestions for workshops & social trips are always welcome.

This concludes the Secretary's Report!

**Jackie Simeone**  
**Secretary**

**September 11**

## TREASURER'S REPORT FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2011

I am very pleased to be able to report that despite the economic turmoil going on around us all, Pinner Players has had by comparison a reasonable stable year.

The accounts for the year show that overall we had a surplus of £327.36 which although is much less than last year, we have had a number of one off costs that were specific to this year. These were the Anniversary Dinner held in June which was subsidised by £797.70, a contribution toward the new staging of £734.60 and a company contribution to the after show parties of £187.72

Other general expenses incurred in maintaining the theatre company were AGM expenses of £33, General postage £77.75, PADCA membership £25, PPL Licence £63.06, general stationery £42.25 and miscellaneous items consisting of a first aid box, plastic cup holders and sound rewire in the hall all totalling £140.92.

Our income in the year amounted to £2797.27 comprising Bank Interest of £4.34 reflecting the current climate, Donations £180, Hire of the stage lights in the hall to the Hatch End Flower Arranging Society £50, PADCA rebate £99.08, Quiz evening a net of £216.85, Subscriptions £1095, sale of some costumes £20 and lastly the net surplus from our three productions £1132.00, albeit somewhat lower than last year.

In the light of these results, the committee is not proposing any increase in member's subscriptions for the next year, the rates being £20 for Full members, £10 for Students and £5 for Friends.

Moving on to these productions, the November 2010 play "A Small Family Business" cost £3417.36 to stage and we received a total of £4005.50 from ticket sales, programme advertisements, sale of programmes, tea, coffee and ice creams and script monies from the cast. This production was a box office sellout with 436 tickets sold and paid for. The overall surplus was £588.14.

The February 2011 production of "Steel Magnolias" cost £2924.47 to stage and we received a total of £3314 from ticket sales, programme advertisements, sales of programmes, coffee, tea, ice creams and script monies from the cast. This production did not quite achieve sellout status with 364 sold and paid for. The overall surplus was a respectable £389.53.

In May 2011 we pioneered an 'in the round production' of "Dealer's Choice" which was highly successful. The cost of this production which included the installation of special brackets in the hall to mount lights, costing £320, came to £3128.37, we received a total of £3282.70 from ticket sales, programme advertisements, sales of programmes, tea, coffee, ice creams and script monies from the cast. We did actually achieve a virtual sellout of all the available seats with 376 tickets sold, the overall surplus for this production was £154.33.

During the year we purchased new rostra for the stage costing £6567.16 and this has been used in all our three productions this year. The cost was funded by donations of £5761, the sale of the old wooden rostra to PADCA for £250 and the transfer of £556.16 from our general account. Some additional accessories have been subsequently purchased costing £178.44.

Although outside the scope of these accounts, we are placing a further order for rostra to provide tiered seating at the back of the hall. This will provide elevated seating for 44 people in addition to our technical staff. The remaining 96 people, making an overall total capacity of 140 will continue to be seated as normal in 7 rows in front of the tiering. The cost of this additional staging will be £6850.89 and it is planned to have this in place for our next production in November this year.

With the introduction of tiered seating it seems an appropriate time to review our ticket prices. It was in November 2007 when we last increased our ticket prices from £7 to £8 so we now propose to increase all tickets prices to £9 with effect from November 2011. No change is proposed in the prices to be charged for programmes or ice creams, both currently £1 each and FOH tea/coffee will remain at 50p a cup.

Lastly, to the balance sheet, we have £2898.92 in our bank current account and £11456.38 in our bank business bonus account although this will reduce by just under £7000 when we purchase the additional tiered seating. The payments in advance relate to the purchase of play books and licence for our November production of Pygmalion.

My usual thanks to all the Directors for adhering, most of the time, to their financial budgets and to the box office for keeping our audience coming in through the doors.

**Vivian Cooper**  
**Honorary Treasurer**

**September 2011**

## PINNERS PLAYERS - TICKET SALES

Season	November	Tickets sold	Aver per night	February	Tickets sold	Aver per night	May	Tickets sold	Aver per night
2003/4	London Suite (10)	344	115	Bedroom Farce (8)	349	116	Funny Money (8)	322	107
2004/5	Boy Friend (16)	560	140	Winslow Boy (11)	351	117	Broken Glass (6)	283	94
2005/6	Hotel Paradiso (17)	421	140	Ten Times Table (10)	424	141	Abigail's Party (5)	438	146
2006/7	Italian Straw Hat (30)	428	143	Death of a Salesman (13)	326	109	Habeus Corpus (11)	444	148
2007/8	Tons of Money (10)	442	147	Whose Life is it Anyway (13)	280	93	Comic Potential (15)	380	127
2008/9	Voysey Inheritance (18)	378	126	Come Blow your Horn (7)	396	132	Noises Off (9)	434	145
2009/10	Seasons Greetings (9)	431	144	Charley's Aunt (10)	434	145	Queen & I (17)	430	143
2010/11	Small Family Business (13)	436	145	Steel Magnolias (6)	364	121	Dealers Choice (6)	376	125



# PINNER PLAYERS THEATRE COMPANY

YEAR TO THE 31st AUGUST 2011

## PRODUCTION ACCOUNT

	Production A	Production B	Production C
	A Small Family Business	Steel Magnolias	Dealers Choice
	November 2010	March 2011	May 2011
<b><u>EXPENSES</u></b>			
Banner	47.00	48.00	48.00
Costumes & Wigs	125.52	97.24	0.00
Depreciation	7.10	7.10	7.10
Furniture	360.59	127.90	107.40
Hire of Hall	500.00	500.00	556.00
Hire of Lounge	814.67	781.67	679.00
Hire of Store	50.00	50.00	50.00
Lighting	326.00	258.00	547.53
Miscellaneous	18.97	17.99	0.00
Postage - Leaflets	64.00	11.52	57.60
Printing - Leaflets	207.05	207.20	207.20
Printing - Programmes	140.00	140.00	140.00
Programme Covers	0.00	0.00	0.00
Properties	41.40	56.86	36.54
Royalties	231.00	261.00	237.00
Scripts	185.00	115.94	120.31
Set Builders expenses	40.00	40.00	40.00
Set Construction & Dressing	228.36	204.05	284.13
Sound	30.70	0.00	10.56
<b>TOTAL EXPENSES</b>	<b>3417.36</b>	<b>2924.47</b>	<b>3128.37</b>
<b><u>INCOME</u></b>			
Advertisements	90.00	90.00	90.00
Box Office	3488.00	2912.00	2970.00
Coffee	38.50	25.00	20.70
Ice Creams	92.00	80.00	56.00
Programmes	177.00	157.00	116.00
Scripts	120.00	50.00	30.00
<b>TOTAL INCOME</b>	<b>4005.50</b>	<b>3314.00</b>	<b>3282.70</b>
<b>NET SURPLUS</b>	<b>588.14</b>	<b>389.53</b>	<b>154.33</b>

# PINNER PLAYERS THEATRE COMPANY

## ACCOUNTS FOR THE YEAR TO 31st August 2011

### INCOME & EXPENDITURE ACCOUNT

EXPENSES	2011	2010	INCOME	2011	2010
AGM Expenses	33.00	33.00	Bank Interest	4.34	117.30
Amateur Stage	0.00	40.00	Donations	180.00	135.00
Anniversary Dinner	797.70		Hire of lights	50.00	65.00
Flowers/Gifts/Tributes	0.00	80.00	PADCA rebate	99.08	102.15
General postage expenses	77.75	310.80	Productions	1132.00	1911.32
Insurance	367.91	357.49	Quiz Evening	216.85	124.96
Miscellaneous expenses	140.92	151.47	Subscriptions	1095.00	925.00
PADCA Subscription	25.00	25.00	Miscellaneous receipts	20.00	
Photographic expenses	0.00	17.75			
PPL Licence	63.06	58.81			
Programme covers stock w/o	0.00	55.00			
Social Activities	187.72				
Stationery expenses	42.25	44.32			
Website expenses	0.00	19.56			
Transfer to Scenery/Staging Fund	556.16				
Additional staging accessories	178.44				
Surplus/Loss in the year	327.36	2187.53			
<b>TOTAL</b>	<b>2797.27</b>	<b>3380.73</b>	<b>TOTAL</b>	<b>2797.27</b>	<b>3380.73</b>

### CAPITAL EXPENDITURE ACCOUNT

Balance b/fwd from previous year	85.20	113.61	Depreciation	21.30	28.41
			Balance c/fwd to next year	63.90	85.20
<b>TOTAL</b>	<b>85.20</b>	<b>113.61</b>	<b>TOTAL</b>	<b>85.20</b>	<b>113.61</b>

### SCENERY & STAGING FUND

New Rostra	6567.16	100.00	Balance b/fwd from previous year	5761.00	1900.00
Balance c/fwd to next year	0.00	5761.00	Sale of old wooden rostra	250.00	3961.00
			Transfer from General Account	556.16	
	6567.16	5861.00	<b>TOTAL</b>	<b>6567.16</b>	<b>5861.00</b>

### BALANCE SHEET

Net Worth b/fwd from yr 2009/10	14468.55	12281.02	Barclays Bank Current Account	2898.92	2774.31
Add Surplus in year 2010/11	327.36	2187.53	Barclays Bank Business Account	11456.38	17152.04
D & D Staging Fund	0.00	5761.00	Capital Items	63.90	85.20
			Petty Cash	5.00	0.00
			Payments in advance	371.71	218.00
<b>TOTAL</b>	<b>14795.91</b>	<b>20229.55</b>	<b>TOTAL</b>	<b>14795.91</b>	<b>20229.55</b>

We confirm that, to the best of our knowledge, these figures represent a true statement of the accounts of Pinner Players Theatre Company.

Honorary Treasurer

Honorary Auditors

*H Cooper*  
*Ally Col*  
*Charles*

Date

12.9.2011