

**Prestbury Pantomime Association AGM Meeting Minutes Thursday 27th March 2025**

	<b>Agenda Item</b>	<b>Action Required</b>
1.	<p><b>Present:</b> Emma Pickup (Chairperson)</p> <p>Lawrence Pickup, Jo Pond, Verity Edwards, Lynn Davies, , Sian Rourke, Jen Johnson, Clare Dennis, Jo Hardy, Hannnah Tromans, Phil Tromans. Nathan Rourke attended as a member of the public and Guy Rigby attended as a Patron.</p> <p><b>Apologies:</b> Clare Shaw and Caroline Roebuck</p>	
2	<p><b>Chair's Report</b></p> <p>The chair thanked all of the cast, committee and team for all of their hard work in the production of Aladdin which has proved to be a resounding success.</p> <p>The cast was 38 talented individuals, which was similar in size to Cinderella (37). There was great talent shown throughout all the principals and the chorus. We saw a lot of younger cast this year who showed great professionalism and talent.</p> <p>There have been some changes in the committee this year, which has seen longer serving members step down and new members come on board. The chair expressed thanks to the committee for their support and especially to Jo Pond who is retiring as treasurer and Phil Tromans who will be stepping into her shoes. And further thanks were extended to Suvi Harriman, Dawn Hayter and Sian Riley who have also decided to step back from their roles and to Lynn Davies who is stepping in as our new secretary this year.</p> <p>Within the creative team this year we also had a change from previous years whereby the team was led by Andy Jones alongside Lawrence Pickup and Al McCall which worked well.</p> <p>Musical Director Ben Beer has yet again performed a fantastic job, a great selection of songs and the singing was strong. The acapella rendition of Royals really wowed in the theatre.</p> <p>It was wonderful to have Verity Partington back again as choreographer, and it was noted that the dancing was again particularly strong with assistance coming from a previous cast member, Charlotte Nobbs.</p> <p>Moving forward Andy has made the decision to retire. Thanks were extended to Andy for all his hard work and commitment to Prestbury Panto. Moving forward</p>	

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	<p>we will be under the co-direction of Lawrence and Al and Lawrence is again in the process of writing a script for us which we are hoping to use.</p> <p>Verity advised that she may not be able to commit to the role of choreographer this year as she is hoping to be touring herself as a performer. The committee wished her all the luck with her auditions and the chair is in the process of working to find a replacement.</p> <p>The chair thanked Justin Pond for his role as stage manager. Justin has decided the time has come to retire and he is stepping down as stage manager. He will be replaced by Darren Broadhurst with Simon Hardy at his side.</p> <p>The chair also thanked the technical production team led by Oli Chilton and Archie Cadman Jones for their hard work.</p> <p>The chair also thanked Sian Riley for her work in props and Verity Edwards for her role in FOH.</p> <p>The chair thanked the costume team for all of their hard work - Jen, Clare, Jo Luke (for the dancers costumes) and Dawn and everyone involved with the costumes .</p> <p>Thanks were also extended to Archie Cadman Jones for his role in creating the artwork for the programmes this year again and also to Kurt Lloyd for the photos, which really make the programme what it is.</p> <p>The chair thanked Phil Tromans for organising the advertising, which has seen an increase in income this year as a result of Phil's new strategy meaning ad revenue has increased significantly.</p> <p>The chair confirmed we are awaiting the final version of the panto film which will be shared with the cast via a private YouTube link once it has been finalised.</p> <p>It was noted that we focussed on digital Facebook marketing this year which worked well with regards to promoting the shows. However, banners were printed to support the show as usual and a co-op community banner was also printed and is in use outside the co-op in the village to support the community fund.</p> <p>Both the pre and post socials were attended well by cast, crew and parents at the village club.</p>	<p>EP</p> <p>EP</p>
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4	<p><b>Director's Report</b></p> <p>Lawrence delivered the Director's Report on behalf of the creative team. Lawrence acknowledged the work done by Andy Jones, as director, who has confirmed he has stepped down. Lawrence commented that he was a genuine pleasure to work with and has left big shoes to fill but thanked Andy for leaving PYP A in such great shape.</p> <p>The creative team were justifiably very proud of the last production. The choreography was superb, as was the musical direction of Ben Beer.</p> <p>Lawrence commented that the investment made by the committee in Mic packs was definitely worth it, and thanked Oli Chilton for his input and assistance in helping to source them.</p> <p>The only negative feedback received and also regarded by the creative team was that the lighting left patches of the stage and in particular key principals and scenes poorly lit. This is identified as a key issue for resolution.</p> <p>Lawrence extended thanks to the whole production team and also especially to Emma. The creative team really appreciate Emma's support for 3 main reasons:</p> <ul style="list-style-type: none"> <li>- Along with Clare Shaw and Suvi Harriman (who each oversaw the rehearsals), Emma sorted out the safeguarding, chaperones and DBS checked supervisors at every rehearsal and also performance which meant the creative team could just get on with the production.</li> <li>- Emma mapped out every single rehearsal and, managed communication with every cast member and their parents. She even managed a cast Snapchat group to make sure they were all up to date.</li> <li>- Finally, along with Hannah Tromans and the cellar crew, Emma was responsible for getting the cast ready and pumped up every night and the cast said the cellar was the most inspiring place it had ever been to launch their performances from.</li> </ul>	CREATIVE TEAM
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5	<p><b>Treasurer’s Report</b></p> <p>Jo has confirmed that PYPA remains in a solid position financially with enough in the bank account to cover the cost of a show in case of a cancellation.</p> <p>Income: The Village Hall grant remains outstanding at the point of the meeting and Emma has taken an action to follow this up with Annabel Beattie, who is in charge of the Village Hall fund. It’s usually about £2400 which covers our storage costs.</p> <p>The Co-op fund continues to provide a good income and the first community fund payment has just been received.</p> <p>The fairs and socials are not run to make money but have made a small profit this year.</p> <p>Jo noted that refreshments sold in theatre were slightly down this year but it was noted this may have been as a result of the inclement weather.</p> <p>Jo confirmed that advertising sales for the program have increased this year and that ticket sales had also increased slightly due to a small increase in ticket price.</p> <p>Subscriptions also increased even though cast numbers were slightly lower than the previous year (DW), this was noted to be as a result of a slight increase in subs.</p> <p>Jo confirmed that Patron numbers and also contributions had also increased this last year. Jo commented that it would be worth potentially asking patrons to recruit others and maybe target the Alumni group.</p> <p>Jo has confirmed that expenses this year were also slightly lower, largely as a result of securing free printing for the programmes. Facebook costs were considerably higher and the committee needs to consider whether as much should be targeted to digital ads again next year. Filming costs have increased but are still below market rate. Jo confirmed insurance costs have also increased. Likewise, the rehearsal space costs were reported as having increased on the year before – however Emma noted this was as a result of an increase in rehearsing hours made by the creative team. Emma also commented that the school may be looking to increase per hour costs this coming year and Emma has taken an action to liaise with the school in regards to this.</p>	<p>EP</p> <p>COMMITTEE</p> <p>EP</p>
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	<p>Production costs – for confetti, blasts on stage, glitter ball etc went up however Jo advised savings were also made in script and directing costs – and Jo extended thanks to Andy and Lawrence for the work that the directing team undertake for free.</p> <p>Jo advised that the costs within Light and sound saw a big increase this year as we invested in new headsets/mics but these were necessary and will see us through for at least the next few years.</p> <p>Jo confirmed that PRS is at zero but this is due to an outstanding invoice from MADS which has not yet arrived.</p> <p>Website fees were also paid this year for the next 3 years.</p> <p>Overall Jo confirmed the show ran at a profit.</p>	
6	<p><b>Election of Committee</b></p> <p>Phil Tromans was proposed as Treasurer by Emma Pickup and seconded by Jo Pond and Phil was successfully sworn in as new treasurer.</p> <p>Lynn Davies was proposed as Secretary by Emma Pickup and seconded by Clare Dennis and Lynn was successfully sworn in as new secretary.</p>	
7	<p><b>AOB</b></p> <p>Things to Focus on next year – Emma discussed putting more effort into Patrons and Alumni group as this could be a good source of income.</p> <p>Emma also commented that this year would be a year to bed in the new team as we have a lot of change happening this year.</p> <p>Emma also commented that the group had successfully delivered another big, fun, traditional but also modern pantomime and that PYPAs are in a great position to move forward with a strong cast and great support from everyone involved.</p> <p><b>Questions posed:</b></p> <p>Is the Musical Director secure? - Emma commented that she could not yet confirm this as the MD has yet to confirm his own diary. Emma along with the creative team will remain in touch with him and will confirm at the earliest opportunity.</p>	<p>COMMITTEE</p> <p>COMMITTEE</p> <p>EP / CREATIVE TEAM</p>



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	<p>What about Choreography if Verity leaves? Emma has already reached out to previous choreo teams and has advised that she is in the process of looking into alternatives already.</p>	EP
	<p>Can we do things in advance of September? Emma advised that the next year's Panto is usually kept under wraps until the summer fair, but it was acknowledged that the cast generally already know and the creative team are considering putting workshops in place over summer for anybody to look at scripts and do work with the creative team to see which roles there will be.</p>	CREATIVE TEAM / EP