

EGTG Committee Meeting
Tuesday 17th June 2025

Present: Adelle Ansara (from part of item 2),, Hannah Bradley Croall, Martin Foreman, Claire Morand, Kate Stephenson. Claire Wood

Apologies: Alexander Cook, James Gray

- 1. Apologies and Approval of Minutes**
- 2. Incognito**
- 3. Suddenly Last Summer**
- 4. Fringe Productions**
- 5. The Curious Incident of the Dog in the Night-Time**
- 6. Treasury Report**
- 7. Membership Report**
- 8. Comms Report**
- 9. Canal Festival**
- 10. Safety Protocols**
- 11. Home Street**
- 12. Any Other Business**
- 13. Date and Time of Next Meeting**

1. Apologies and Approval of Minutes

Apologies received from Alexander Cook and James Gray

The 19th May minutes were approved with amendments unanimously agreed - approved by Hannah and seconded by Claire M.

2. Suddenly Last Summer

Report from Kate as Production Manager:

Everything is under control; rehearsals are going well, costumes have been sorted, the Assembly Roxy are happy and Front Of House has been arranged.

There was a discussion around the budget, particularly relating to transport and programme costs. The director and his team had been withholding £150 from their £200 budget on the understanding that the first sum would be required for transport. In fact transport is a separate budget item that is the responsibility of EGTG as a whole and not individual productions. It was believed that the misunderstanding arose around the time of changes in committee responsibilities and changes in how shows are budgeted. The committee asked Kate to pass on their apologies for any miscommunication.

Transport has still not been agreed but Claire W passed on the phone number of Jarek, who has been used successfully and cheaply in the past.

There was still discussion from the SLS production team as to whether programme costs should

come from their budget, since they believed that EGTG made a profit from sales. In fact EGTG does not always make a profit and sometimes a profit is given to charity. It was pointed out that a programme was not essential and could be replaced by a digital QR code. Kate gave a quote for 80 copies of an A5 programme for £36.

Adelle [joined the meeting at this stage and] confirmed that she has enough social media prepared for the next week and that there would be daily posts throughout the run. A photographer has not been confirmed for the dress rehearsal but Hannah would ask Robin Mair if he was available.

Action:

Kate to confirm with the production team that transport costs are not their responsibility and to convey the discussion around programmes.

Hannah to contact Robin Mair for dress rehearsal photographs.

3. Fringe Productions

Report from Hannah as Production Manager:

Rehearsals have started. Jenny and Hannah will discuss the cameo part in A Virtuous Burglar - whether we need to ask someone to come along to say two lines a night.

Rhona Sampson will be tech on lights. Dug Campbell is designing sound but it is not yet sure whether Rhona will also be asked to "push the buttons" on sound or whether another tech should be brought in. Names for that person were shared but with no definite conclusion.

Hannah is acting as Assistant Director when David Grimes is away next week.

Social media: Adelle has not yet reached out to directors but she has created a form that will list cast members, backstage crew, key themes, colours etc to help her plan a campaign.

Programmes: Hannah would like to get a draft to the sponsors of each show in early July.

Transport will be arranged by Hannah, as will FOH after Suddenly Last Summer comes to an end.

4. Curious Incident of the Dog in the Night Time

Hannah confirmed that box office forms have been sent to the Roxy and it is hoped that it will be set up in time to include a QR code in the Fringe programmes.

Claire M reported that only two people apart from director Jac Wheble and CM turned up for the first workshop. It is not sure whether the bad weather was a factor in the low turn-out.

There is still no Production Manager for this show. Although Claire M has agreed to be Assistant Director, her circumstances mean that she is unable to take on the role of PM. Two or three names were suggested but not whether or how they would be contacted.

There will be a table read on Tuesday 15 July. Auditions will be held on Friday 25 and Tuesday 29 July. These dates are already on the website.

Action:

Adelle will be responsible for putting the table read and auditions on social media.

Claire M will get the key for Buccleuch Place from the Suddenly Last Summer team for the next workshop.

5. 2026 Plans

Productions: Hannah suggested that the process could be streamlined with the proposal form including previous involvement with EGTG and an acceptance form created that would confirm details of the production, such as confirming box office, cast membership, social communication timetable etc.

It was agreed that the process would be announced / opened at the beginning of July, with submissions due by first week of September. In-committee conversation will be the week of 15 September and directors invited to talk to the committee in October. November would be taken up with getting play rights and confirming venues, with the year's programme being announced in early December

The potential of a tour of any one-act that EGTG puts forward has not been followed up. Hannah asked for a volunteer to do a cost analysis of what such a tour would cost. Claire M said that SCDA might have a grant for such a tour but she pointed out that it might not be a good idea to promise a tour to a new director.

Claire W offered to co-direct with a new director and she reminded the committee that SCDA will no longer reimburse all production costs for the One Acts and this should be taken into consideration when planning.

Action

Hannah is preparing the 2026 production application form and will send it to committee members for comment.

6. Canal Festival (21 June)

Hannah reported that a table still needed to be organised although several options were probably available. A gazebo has been arranged. Hannah, Alex and James would be present all day. Al Innes would be present at some point to staff the stall and Claire M would also be there at the beginning to hand over items needed to take any money.

Efforts to provide excerpts from productions had not borne fruit and the hour's stage session will be taken by Hannah and James as workshop activities.

It was agreed that the primary purpose of the stall was to raise awareness of EGTG and Claire W agreed to lend a variety of programmes and other material that showed what we had achieved in the past.

Hannah noted her disappointment at the lack of enthusiasm from the Suddenly Last Summer team to promote their show - and would have preferred to have been notified much earlier in the

planning of the event that they would be unable to do so

7. SCIO Update

Hannah reported that OSCR has accepted our application to transition to SCIO. From now on we should identify as that charity with number and include it in all all press releases, fliers and any other printed or electronic media.

The next step is to apply to OSCR to wind up the old organisation - that application has been put in. We should hear in the next two weeks. Winding up must be completed by the end of the calendar year.

Transfer of Home Street should be started immediately, which includes contacting those of the 1988 signatories who are still alive.

Action

Martin to follow up his approach to Gordon Hughes to advise him of the change, and to contact lawyer Cameron Stephen, who has been recommended as capable of guiding us through the process.

Hannah to give the names of the three other signatories to Claire W to see if they can be traced through Wendy Mathison, and . . .

Kate to contact Chris Young, who may be the son of one of the three.

Alex to include the change in communication with members.

8. Treasury Report

Claire M reported that the three rounds of the One Act in 2025 ended up costing around £150 after reimbursements from SCDA. (SCDA cover for each round up to £75 for rights and up to £100 for transport.)

Settlement has been received from the Roxy for Incognito and confirms the projected figures given at the last committee meeting. MemberMojo has been renewed. We are up-to-date with the accounts.

9. Membership Report (Alex)

Alex reported by email that we have 66 members and all cast members of current productions have paid memberships.

10. Communications

Adelle pointed out that How To Join EGTG is now on the top of Instagram.

Suddenly Last Summer follows the standard pattern of posting every second day nearer the run

week and then daily during that week. That pattern will be used in all future shows. The form that she has created for social media - cast / backstage / themes / design etc - is very useful. Metricool is the tool that covers all social media in advance.

Adelle had a question about adult actors giving their permission to be used in publicity photographs. (The conditions for child actors was noted). It was suggested that a statement to that effect be included in future audition forms and the issue should be raised when dealing with directors. .

Adelle will follow up on getting historic photos from Claire W to use in social media when we are not leading up to shows.

11. Any Other Business

Claire M has contacted various organisations identified at the previous meeting for PAT testing in Home Street, including SCDA and EPT, but no further developments. Kate will contact Leittheatre again.

Kate reported that we donated several panto costumes to Pathhead Players. EPT have lent us a wheelchair and nun's costume for Suddenly Last Summer.

12. Date and Time of Next Meeting

The next meeting will be on Zoom at 7pm on Wednesday 16th July. Martin will not be at that meeting and he regrets that his professional Zoom account is being cancelled.