

Dewsbury Arts Group

(CIO Registered Charity Number 1161083)

Mintes of the meeting of the Charity Trustees held on Monday 15th December 2025 at 7:30pm In Room 1

Committee members known as: Mark Bailey (MB - Chair), Maria Bailey (MaB), , Simon Beaumont (SB), Ian Bowers (IB), Nick Cunliffe (NC), David Fletcher (DF), Jacky Fletcher (JF), Andrew Leverton (AL), Paul Lightowler (PL), Carol Parkinson (CP0), Malcolm Parkinson (MGP), Sue Saville (SS), Zahoor Sakharkar (ZS) Emma Thompson (ET) and Iain Winstanley (IW)

No.	Item
1	<p>Apologies for absence. These had been received from PL, CP, IW and AL</p>
2	<p>Approval of the minutes of the previous meeting, review of action log and matters arising. It was RESOLVED that the minutes of the meeting held on 11th November 2025 be passed as a true record subject to noting that MaB had given apologies for absence.. The Action Log was considered and updated.</p> <ul style="list-style-type: none">• MGP had visited Dewsbury Library and had been told that Kirklees Council's policy prevents the display of promotional material from outside organisations if there is reference to a payment or charge.
3	<p>Correspondence and news</p> <ul style="list-style-type: none">• Claire Wells, arts development and events in Dewsbury. MGP had tried at least three times to speak to her to arrange to meet on one of the four dates suggested. Only one voice message was received in return to the effect that she was very busy and the New Year would be better.• Kirklees Cultural Strategy Steering Group. There has been one further meeting. We are getting into the nitty gritty.
4	<p>General Management</p> <p>a. Newsletter</p> <ul style="list-style-type: none">• content and inserts<ul style="list-style-type: none">- Suddenly at Home flier.- Film Club flier- Membership reminders.- Quiz night: 13th February 2026. <p>b. First Aid training, accident book and front of house. NC addressed the meeting. As the Group does not have any employees it is not required to provide First Aid training. However, he could provide emergency care training if required. Any care provided to an individual on the premises would remain, essentially, a Samaritan act. Injuries caused by any failure by the Group to provide a safe environment to the public would fall under its current duty of care. The consensus of the meeting was that it would put</p>

	<p>too much pressure on an individual if there was to be a designated first aider for every performance. The discussion had been prompted by incidents detailed on the attached email from Jean Parkes. MaB is to update the FOH manual to give clearer guidance as to what to do in case of what are rare medical emergencies. It was RESOLVED to obtain a cabinet with sufficient capacity to accommodate a first aid kit and accident book. The cabinet is to be wall mounted in the kitchen. ET is to provide an accident book.</p> <p>c. Membership and season ticket holders: update. JF presented the attached reports.</p> <p>d. Film Club. ZS presented the attached proposals for a film club. He is also to design the flier to go out with the newsletter. And send it to DF in time for distribution.</p>
5	<p>Art Section</p> <ul style="list-style-type: none"> • Update. ZS reported that life drawing classes will resume in January. Numbers are down as members get older. Alec Jackson for example has difficulty driving at night. Members pose for the classes when funds are insufficient to pay for a model. • Craft Fair at The Mill Batley on 29th November 2025: review. MGP reported that the stall was staffed by a wide range of people throughout the day who enjoyed selling the Group. Judith Greenwood and Lynne Stainthorpe were particularly effective working a double teams; if one didn't get you the other did. In addition to the art work ranged at the back of the stall and the display of leaflets and brochures, the offering was enhanced on the stall itself by prints and cards produced by Cathy Simpson, Louise Bates and Margaret Follows. The commission made from sales covered the cost of the stall. The effect on tickets sales is hard to quantify although Lynne reported that at least two people had booked for the pantomime as a result of hearing about it at the previous event. • Frames. Hilary Sharp, a long time patron and season ticket holder, offered a collection of frames to the Group for the use of artist members. Most are of good quality. Most contain photographs that can be removed. There are about half a dozen that contain contemporary paintings which could come in useful, particularly for Accommodations. MGP and ZS had collected the frames which, in liaison with MB and SB, have been stowed out of the way in "dead" space on the landing outside SB's office.
6	<p>Finance</p> <p>Update. ET reported the balances as follows:</p> <p>Money: £29,556.20 CAF Bank: £15,593.47 Music hall: £ 2,843.15 Total :£47,992.82</p>
7	<p>Youth Section</p> <p>Update. MaB The Christmas party took place on 6th December and was enjoyed by all.</p>
8	<p>Drama Section</p> <p>a. Kind Hearts and Coronets</p> <p>- cast. AL is becoming increasingly concerned about casting the play. Josh Sanders has agreed to step up to play Graham. However, that leaves the three cameo characters that he was due to play. AL has explored a number of options including Nick Bailey, Mike Parsons and Louie Sewell-Hampton. AL is to consider members of other groups. The difficulty is that though there would be a limited rehearsal commitment whoever takes the parts on would have the commitment of the production for three</p>

small parts.

b. Aladdin:

- Review: JF presented the attached review which picks up on concerns about safeguarding and behaviour.
- Medical emergency. The attached e-mail was considered earlier in the meeting.
- Safeguarding and behavioural concerns. The overall good atmosphere during the production had been overshadowed by the thoughtless actions of a few youth members. Only one chaperone had been available for the performances on the second Saturday and there was a persistent problem of people not being where they ought to be. It was acknowledged that youth members were perhaps trusted too much. There is a need to know where everyone is and this is best achieved by keeping them in the dressing room until needed. MaB conducted an investigation and has written to the parents of three children with a warning about future conduct. She was on the verge of cancelling the Christmas party. Overall, the consensus of the meeting was that in future the aim should be to not involve anyone under the age of 16 unless required for a specific part.

c. Auditions:

- Accommodations: cast. three of the five people who auditioned have been cast. Louie Sewell – Hampton is to play the part of Bob.

d. Music Hall: review. The consensus of the meeting was that the production had gone very well with good houses. The cost of food worked out at £3 per head. SS wished to thank all those who had helped with putting the buffet together.

e. Lust: DF reported that Stuart Marshall has had to drop out for personal reasons. DF has asked MGP to think about playing the role of Fidget. CP has agreed to act as a prompt.

f. Programme planning: DF presented the sub-committee's recommendations for the 2026/27 season. Eight directors had submitted plays for five productions. The pantomime is to go back a week and is to be presented for nine rather than ten performances. It means that there will only be a matinee performance on the second Saturday. It was RESOLVED to accept the Programme Planning Committee's recommendations (as detailed on the attached approved programme) and to apply for the necessary licences.

g. Ticket sales: DF presented the attached report. Ticket sales for Aladdin were the highest number sold for a production for many years and only 63 seats remained unsold.

9 **Premises.**

- Contractual arrangements. MB, MGP and SB had met initially and ET, MGP and SB had met more recently. The principle of having a written agreement between the Group and Harribow Security Limited was established. It is required by Section 6 of the constitution which reflects the provisions of the Charities Act. MGP has part drafted an agreement. Both SB and ET have contributions to make before the final draft can be prepared.
- Update. SB reported that investigation of the area around the toilets is now pressing. There is leakage and there is evidence of damage likely to have been caused by previous flooding. A full investigation will need the taking up the carpets and very likely the taking up and replacement of flooring. Realistically, this work can only be done after the end of the season. It would also be an opportunity to revamp them.

	<p>The upshot is that other work scheduled on the green or desirable list will have to wait. Concern was expressed about the heating (or lack of) in Room 3. It was RESOLVED that the cost of providing heating be looked into by SB and IB. It is acknowledged that the current units are and never have been fit for purpose.</p> <ul style="list-style-type: none"> • Sign. The sign is now at the premises and will be erected as soon as time permits. • Transformers North. This charity appears regularly on Facebook. They carry out groundworks locally. They have tidied up the grounds of churches in Ravensthorpe in Dewsbury West and have done some work at Caulms Wood and in Chickenly which is in Dewsbury East. MGP met a representative at the premises to assess whether or not they could help with the clearance of the area at the bottom under the wall. The representative said that it was just the sort of project they do and was impressed by the fact that the premises provide the only green space between Batley and Dewsbury. It would be subject to getting approval from Kirklees as the money comes out of funds allocated to ward councillors. The ward councillor is Eric Firth who in the past has looked favourably on the Group.
10	<p>Any Other Business</p> <p>Suddenly at Home. SS reported that Sara Sakharkar has withdrawn from the cast and been replaced by Caitlin Moss. Stuart Marshall has also withdrawn and been replaced by AL.</p> <p>It was RESOLVED that the cleaner be paid a bonus of £25.</p>
11	<p>Date of next meeting: Monday 12th January 2026</p>

Action log – Dewsbury Arts Group

6/25-26	Seek willingness and availability of brother to present sound workshop	IW	12 th January 2026	Report back to January meeting
18/25-26	Proposal for use of "cans" for better communication between lighting gallery and back stage.	IW with MC, MB and DF	12 th January 2026	Report back to January meeting
20/25-26	Procure cabinet to house the first aid kit and accident book	SB/IB	12 th January 2026	
21/25-26	Update FOH manual in relation to Duty Manager's duties in respect of medical emergencies/incidents	MaB	12 th January 2026	
22/25-56	Investigate the cost of providing an updated and efficient heating system in room 3	SB/IB	12 th January 2026	Report back to January meeting
23/25-26	Investigate display of publicity at Bagshaw Museum	MGP	12 th January 2026	Report back to January meeting

Hello everyone

Apologies to rest of the committee but I do not have everyone's email.

I was Duty manager on Friday when one of the SEN adults watching the show suffered what appeared to be a minor seizure.

At first we were not aware whether he had fallen off the chair & injured himself so John & Paul looked for the 1st Aid Box.

This was eventually found behind the open kitchen door near a very full box of recycling. Could this be hung on the wall in a more prominent position?

I asked if there was a designated first aider or medical assistant but no one appeared to know. Can this be clarified please?

The man's actual care worker had returned to Mirfield as one of their group had wanted to go back home. The remaining ladies in charge were panicking and did not really know what to do.

One of them wanted him removed from the auditorium to give him a bit of quiet where he could be assessed. At first he refused to leave his seat but Paul and the man from the bar did persuade him to leave and I suggested they sat him near the reception to assess him.

I took the decision not to stop the show on 2 grounds.

Firstly he came round quickly and was conscious and talking.

Secondly he was on the back row and could be accessed easily from the rear door to help him out without too much disruption.

One of the carers rang his parents and an ambulance, I offered him a cup of water. He was initially pale but soon regained his colour.

When his care worker returned he was happy with actions taken - unfortunately neither the man's parents or the ambulance arrived before the end of the show so they redirected his family and decided they would take him to hospital themselves.

John spent most of the 2nd half outside in the cold looking out for the ambulance or the man's parents.

My final observations were that he had got very hot sitting on the back row and although there were not strobe lights in the performance he could have been focussing on the flashing lights and projected images.

These can often trigger reactions and perhaps should be mentioned in the programme or at the start of the performance.

I did wonder if a matinée would have suited them more but they had apparently been out for a meal before so they had decided the evening performance would suit their needs more.

I hope this clarifies what happened and just thought to write down such occurrences is a good idea.

Starting a Film Club Proposal September 2025 – by Zahoor Sakharkar

It is proposed that we restart a film club to compliment the performing and visual arts. An attempt was made to start it a while back, but the response was muted.

Proposal / Aim

To help Dewsbury Art Group members aspiring to make films and shorts. And explore many avenues in achieving this. Whether it be live action or animations or any other creative ways, such as AI. This is especially relevant in the modern age of social media. The aim is to eventually work towards creating professional film productions possibly for prime-time viewing.

Who for?

Anyone who has an interest in the art of film making, which includes script writers, storyboarding, learning technical aspects of filmmaking (behind the camera), actors (who may not always get to perform on stage for various reasons), lighting, sound, editing, camera filming techniques, repeated takes and continuity, location scouting, acting for film, music and soundtrack, directing etc. In fact, all aspects of filmmaking.

Management/ Session

A team can be formed who meet regularly (at DAG premises) to run sessions, over a period of months, on how to best manage the learning before eventual practical shoots. Several key members could oversee the running and management of the group, with a committee of people in charge.

Support

Equipment is readily available through myself initially, but over time the group may decide to invest in their own. It is expected that the group will be able to draw on existing talents and expertise of DAG actors, use DAG props and costumes and use DAG space.

Aladdin director's report

What a journey the pantomime is!

There were several frustrating incidents with youth members missing rehearsals and then 3 telling me there were performances they couldn't get to and none of them singing above a whisper and giggling at the choreography. I was heard to say 'Never again' a lot of times. We felt that we'd done all we could to make it very clear that being in the pantomime, or any production, requires commitment. We obviously didn't make it clear enough. More of this later.

We were very pleased with our cast, especially having two new members playing The Princess and The Genie of the Lamp. They will be such an asset to the group. That's not to underplay the huge contribution of our regulars. It is a very special thing to be part of the pantomime.

My thanks go out to David Fletcher for the set, the projections, the music and sound. But also his advice and never failing support. Also to Emma Thompson for stage managing in her usual competent manner and Nick Bailey as stage crew. Becky Ashwell has done a fabulous job on props so thanks to her too. Thanks to Andy Wright for his lighting design and the work and time he puts in getting everything done. We also had a lot of help getting the set up and painted from a new member, Howard Goalby and regular Si Beaumont. I was very nervous about setting a tap routine so asked Alison Hartley if she'd set it. She also set *When you're a Baddie*. Both were brilliant so thank you Ali.

A big shout out goes to Maria Bailey for organising safeguarding. It is a big job getting all those chaperones to ensure that our youth members are looked after.

We had 2 prompters to begin with. Prompting the Pantomime isn't for the faint hearted and my thanks go out to Kerrie Knowles and Anne Sharp.

And then things started to rattle. Iain Winstanley had been struggling with leg and back pain and had been in A&E a couple of times but said he could continue if he didn't have to dance. I admire his loyalty and determination but eventually he had to pull out or risk long lasting damage. I found out on 8th November with a week to go. I let Kerrie Knowles know as she was going to be prompting which reminded her to let me know that she couldn't prompt for the Friday Dress or first Saturday evening.

And so began what was a very short panic to find replacements. Carol Parkinson offered to stand in for the prompt. Thank you so much.

I asked Matt Bailey if he'd step in for Sidney and he agreed, meaning he had 4 rehearsals to get on stage. To start with he was going to keep out of the singing and dancing but by the first dress rehearsal he was book down, dancing and singing. Words can't express my thanks.

I also need to thank Sophie O'Leary for taking on the opening number, Caitlin Moss for showing Matt a lot of the choreography and the whole Panto team for supporting both Matt and me as this part of the journey unfolded.

And our youth members? 2 of the three who were missing a performance rearranged things so they didn't miss, one missing a trip off to be with us. They pulled together and supported each other and the rest of the cast to make it a real team effort. OK the singing didn't get much louder but they sorted out their costumes and when to be on and off stage and didn't miss a thing.

Unfortunately it transpired that there were further problems with the youth members. Last year someone had decided that pranks during the last few performances of the panto were a good idea. This year was no different as some of them decided to put glitter (which they'd taken off the paint shelves) into the snake that Louie took on stage. I'm not sure how this could have happened with the chaperone being present. I know there were problems with numbers but at least one of the youth members shouldn't have been downstairs. None should have been out of sight in the changing area as they weren't changing. Louie was very upset. The following day his mum messaged me to say that he was being bullied by some of the youth members, and not just the glitter incident. He is a vulnerable young man who had taken part with full enthusiasm and talent. I was really upset to find he'd been victimised. I made Maria aware of the situation.

It has been a blast as usual even if the icing was taken of my cake by the thoughtless actions of some of the young cast. It's always a fun time of year and we really don't mind putting the work in to make it a success.

**DAG TICKET SALES – 2025/26 SEASON
FINAL FIGURES**

NB the figures show below also include any tickets sold or taken up by Season Ticket Holders on the door.

MAIN PRODUCTIONS	Seats Available	Total Tickets Taken	Total Sales £ <small>After TicketSource Costs</small>	Payment to Ticket Source £	% Take up	Total Season Tickets	Total General Admissions and Sponsors Tickets	Seats NOT Sold
DANGEROUS CORNER	651	509	2278.35	173.96	78%	327	182	142
ALADDIN	930	867	6259.39	413.85	93%	241	Full – 327 Conc - 299	63
KIND HEARTS & CORONETS	651	313	1046.84			233	80	338
SUDDENLY AT HOME	651							
ACCOMMODATIONS	651							
LUST	651							

2024/2025 season for comparison

MAIN PRODUCTIONS	Seats Available	Total Tickets Taken	Total Sales £ <small>After TicketSource Costs</small>	Payment to Ticket Source £	% Take up	Total Season Tickets	Total General Admissions and Sponsors Tickets	Seats NOT Sold
WIFE AFTER DEATH	651	568	2692.44	233.56	87%	347	221	83
JACK AND THE BEANSTALK	830	788	5462.24	325.80	95%	237	Full –274 Conc – 277	42
WORST WEDDING EVER	651	516	2262.58	187.42	79%	333	183	155
THE WINSLOW BOY	651	508	2107.14	160.86	78%	340	168	143
THE REVLON GIRL	651	461	2027.57	170.43	71%	291	170	190
GUYS AND DOLLS	651	578	3319.56	236.37	89%	317	261	73
SEASON TOTALS	4085	3419	17871.53	1314.44	85%	1865	1554	666

OTHER EVENTS	Seats available	Total Tickets taken	Total Sales £ <small>After TicketSource Costs</small>	Payment to Ticket Source £	Seats NOT sold
MURDER MYSTERY	93	88	498.57	39.59	5
RETURN OF COL. GATLING	231	209	3324.77	233.85	25

BOOKINGS - REFERRAL SOURCE OF BOOKINGS DECLARED

PLAY	Aladdin	Dangerous Corner	Wife After Death	Jack and the Beanstalk	Worst Wedding Ever	The Winslow Boy	The Revlon Girl	Guys and Dolls
Word of Mouth	41	24	26	41	14	10	21	32
Brochure	20	21	22	23	27	20	23	23
Flyer	14	16	15	12	19	15	10	13
Chimp/Mailshot	3	10	10	14	11	8	7	8
Website	4	2	2	3	4	6	5	1
Facebook	11	1	2	5	5	5	1	5
Poster	5	1	1	1	2	-	2	1
Search Engine	2	-	-	1	2	-	-	-