

Dewsbury Arts Group

(CIO Registered Charity Number 1161083)

Minutes of the meeting of the Charity Trustees held on Monday 13th October 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 (CPO), Malcolm Parkinson (MGP), Sue Saville (SS), Zahoor Sakharkar (ZS) Emma Thompson (ET) and Iain Winstanley (IW)

AGENDA

No.	Item
1	<p>Apologies for absence.</p> <p>These had been received from PL and MaB</p>
2	<p>Approval of the minutes of the previous meeting, review of action log and matters arising.</p> <p>It was RESOLVED that the minutes of the meeting held on 8th September 2025 were approved.</p> <p>The Action Log was considered and updated as attached.</p>
3	<p>Correspondence and news</p> <p>David Currie. MGP read out e-mail correspondence with David Currie who had expressed concern about smoking during Dangerous Corner. Mr Currie has been a patron and Season Ticket Holder for over thirty years. As a retired Respiratory Physician who saw the devastating impact of smoking on the health of many people locally it was with great sadness that he felt the need to write with concern about the decision to allow smoking on the stage during Dangerous Corner. Whilst he knew that smoking would take place on stage he forgot to mention it to his wife who found the smoke caused respiratory problems. Sadly, er symptoms were such that they left at the interval. MGP acknowledged the e-mail and confirmed that his concerns would be discussed at the next meeting. When he passed on his sympathies to them both, Mr Currie was quick to assure MGP that Mrs Currie's symptoms did not linger. The consensus of the meeting was that whilst smoking was appropriate given the reference to the cigarette box it was felt that it was overdone. Generally references to smoking can be worked round. JF and CP in particular said that the smoke had affected them. It was RESOLVED that there be no smoking of any kind in future productions. MGP is to report to Mr Currie.</p> <ul style="list-style-type: none">• West Yorkshire Society of Authors Group; book launch. Yvonne Battle Felton had not been able to secure funding and so no longer wished to hire the premises on 4th November.• MGP reported the death of Brian Dowson at the age of 89. He had attended the funeral.• All England Theatre Festival. MGP reported that the Preliminary Round of the festival would take place on Tuesday 17th and Wednesday 18th March 2026 at The Spa Theatre Bridlington. Expressions of interest are invited by 10th November 2025. Nothing had been put forward to the Programme Planning Committee. Accordingly, MGP is to advise AETF

	<p>that the Group will not be submitting an entry to the festival this year.</p> <ul style="list-style-type: none"> • Charlie Wells, arts development and events in Dewsbury. Charlie had been in touch with Maria in September to ask if the Youth Theatre or other performers from DAG might like to perform as part of the Dewsbury Community Christmas event. This will be on Saturday 6th December with stage activity between noon and 4 p.m. He suggested that the Group could use the event to publicise what we do and or anything we have coming up. She also said that it would be great to meet with some of the team behind DAG at some point as she starts to look at ways she can support strategic arts development in Dewsbury over the next year. The consensus of the meeting was that as the event fell between two other productions there was not enough time to put something together of a sufficient standard. However, MGP is to take up the offer to meet Charlie to discuss how the Group could work with her. It was felt that it would be better for MGP and two or three others to meet her rather than invite her to a full meeting. • Arcade Group AGM. MGP attended the AGM and found it uplifting. The new Chair is Jackie Ramsey who describes herself as an activist. Formerly she was a Labour Councillor. Their financial position is healthy, structural defects identified during refurbishment have been dealt with and it is due to open in Spring next year with 41 expressions of interest. Jackie suggested that there may be scope for co operation with their group and would be supportive of DAG. She is bringing a party of eight to the murder mystery evening. The Group has previous links with the Arcade Group having donated props for a window display and participated in a film produced by Simon Reed. • Kirklees Cultural Strategy Steering Group. MGP attended the fourth meeting. The first two (the second of which MB and NC witnessed) were dominated by two consultants who had put together an overlong report. At the third meeting, the consultants were not there to present their third attempt and group members found their voice. The third version was considered badly researched, far too long and essentially a one size fits all top-down strategy not tailor-made for Kirklees. The consultants were sacked. <p>The fourth meeting was a workshop where all opinions could be expressed to develop a bottom up and relevant strategy starting with a basic SWOT analysis. This is something the consultants had not produced.</p> <p>The next stage will be to present the strategy more widely to the voluntary sector and where DAG can be at the centre of networking. MGP said that whereas involvement with the Arcade Group and the steering group may not produce immediate results it raises DAG's profile among those with influence so that people are at least aware of the Group's existence. For example one of the representatives is from Kirklees Library services who may be able to facilitate a display in the library at Dewsbury once it relocates.</p>
4	<p>General Management</p> <p>a. Newsletter</p> <ul style="list-style-type: none"> • content and inserts. <ul style="list-style-type: none"> - Mention of Antonia Gospel's play A Northerner's Guide to London - Reminder about mobile 'phones being switched off. - Music Hall reminder

	<ul style="list-style-type: none"> - Kind Hearts and Coronets reminder - Accommodations audition reminder - Personal reminders to members and season ticket holders who have not paid <p>b. Membership and season ticket holders: update. JF produced the attached report. Helen Fox is allowing her membership to lapse. Josh Sanders, who has been offered a part in Kind Hearts and Coronets, has not paid as yet. AL is to mention it to him. Aileen Middleton's grandson visited the premises and was shown round by JF. He showed a willingness to try his hand at anything. Lindy and Muriel are to continue as members but are to step back from active involvement in the wardrobe as they are finding the physical effort too much.</p> <p>c. The big clean. SS reported that there had been a good turn out (10) to ensure that the premises were ready for the new season.</p> <p>d. Mirfield Show: date and cost. The date of the show is 23rd August 2026 and the cost would be about £80 for a full stall. MGP reported that invitations would be sent out on 1st January; he has registered the Group's interest. The closing date would be the end of February with a decision made in March. The Chair of Mirfield Show has also supplied contact details for the people who provide them with the lamp post banners displayed near the venue. It was RESOLVED that the Group take a stall.</p> <p>e. Auditorium preparation. DF expressed concern that seats in the auditorium were not fixed together. As the capacity of the auditorium is more than 50 seats then the seats should be fixed or linked together when in rows of 4 or more to prevent separation, snaking or "row topple" under pressure thereby risking obstructing the escape of occupants in other rows. Primary responsibility rests with the Director after the final rehearsal and checked by the Duty Manager.</p> <p>f. Mobile 'phone announcements. MGP had made personal announcements at the Thursday, Friday and Saturday performances of Dangerous Corner. Coincidentally, no 'phones went off whereas there had been several incidents earlier in the week. On the Wednesday MGP had made an announcement and the woman whose 'phone went off was mortified. He suggested that even if 'phones going off cannot be eliminated the incidence of them doing so could be reduced if an announcement, whether personal or pre-recorded, is made. It was acknowledged that collectively the Group seem to have got out of the habit of making the announcement with a gap to give people time to double check before the start of the performance.</p>
5	<p>Art Section</p> <ul style="list-style-type: none"> • Craft Fair at The Mill Batley on 27th September: review. MGP reported that the stall was well supported by members who were on hand to distribute brochures. MGP had asked those attending for feedback. Time and again people said that they didn't know either about the Group or that there was a theatre. It emphasised the visibility problem and the need to raise the Group's profile. It was RESOLVED to take a stall at the next event on 29th November 2025.
6	<p>Finance Finance</p> <ul style="list-style-type: none"> • Update. Virgin Bank: £27,446.86 Caf Bank: £17,708.30 Total: £45,155.16 <p>ET reported that there were no bills of significance outstanding. She had also emptied the safe in order to bank cash takings from Dangerous Corner.</p>

7	<p>Youth Section Update. There was nothing of significance to report.</p>
8	<p>Drama Section</p> <p>a. Dangerous Corner: Director's Report attached. Additionally, it is important to record the work carried out by JF. The costumes were excellent. As to the technical matters referred to there was a lack of understanding that house lights could be switched off from the lighting gallery. Furthermore, DF pointed out that he always checks to make sure that the sound equipment is running effectively before every performance before the audience is admitted. This ought to be standard practice. It is important then that all operators, especially the less experienced, get into the habit of doing this.</p> <p>On the Wednesday evening there was a hiatus when light and sound did not come on at the beginning. Because of a lack of telephone or other communication someone had to come all the way from back stage to resolve a problem with a loose lead. This may have been avoided if the stage manager and the operator in the gallery were connected by "cans". IW, in collaboration with NC, MB and DF is to draft a proposal for the use of "cans" which would not lead to messages being audible to the audience.</p> <p>AL had several observations which were disquieting:</p> <ul style="list-style-type: none"> - Members of the audience (including members of the Group) were seen on stage after the performance having pictures taken of themselves. Quite apart from being unprofessional there are potential insurance implications if people injure themselves. Props and scenery could get damaged etc. - Someone else other than the director and the operators was in the lighting gallery most days. - Members of the audience on the back two rows had complained of excessive noise from footsteps in the gallery. - Talking in the gallery. The nature of the gallery is such that whereas talking may not be heard by members of the audience it is heard on stage. <p>b. Murder Mystery Evening. Mike parson has agreed to do lights and MB is to do the lights. Tickets have sold well. Additionally, there have been expressions of interest to take the event out and about. These have been from Roberttown Village Hall, 1932 Club in Birstall and Mirfield Boat Club. These would be in the spring. The basis of charging would be a matter for negotiation.</p> <p>c. Aladdin: JF reported that Rudi has dropped out because he is in a pole vault competition. Additionally, there has been a problem generally with youth cast members not being available for every performance because of other commitments to which they seem to choose to give greater priority.</p> <p>d. Auditions:</p> <ul style="list-style-type: none"> • Kind Hearts and Coronets: cast. Archie: Matt Bailey. The Gascoynes: Richard Brook. Sibella/Edith: Fiona Taylor. Graham: Iain Winstanley. Lionel/Ned/Waiter/Policeman: Josh Sanders. Kate: Debbie Jennings. Esther: Eleanour Bowler. Waitress/Stagehand 1/Policewoman: Kerrie Knowles. Governor/Blacksmith/Stagehand 2: Mark Bailey in place of Andrew Marsden.

	<p>Landlord/Police Inspector: Simon Reece in place of Paul Stanton. Mrs Williams (VO): Cath Leverton. Hammerton Guide/Gorby the Butler: Richard Buxton.</p> <ul style="list-style-type: none"> • Suddenly at Home, 14th October 2025: I.C. Robert. • Accommodations: 25th November 2025: panel and I.C. MB is still looking for a panel member. SS is to I. C. <p>e. Music Hall: cast:</p> <p>Malcolm Parkinson Carol Parkinson Jacky Fletcher Simon Beamont Alison Hartley Caitlin Moss Maria Bailey Mark Bailey Tina Forbes Matt Bailey Sophie O’Leary Iain Winstanley On the piano: Maureen Boocock.</p>
9	<p>Premises.</p> <p>Update. The premises sub-committee had met to consider matters raised at the last full committee meeting.</p> <ul style="list-style-type: none"> • Tower scaffolding: this has been sold for £500. • Crack in the wardrobe ceiling. This was investigated and SB said that there was no underlying structural problem. The crack has been sealed with tape. • Back stairs exit. Signage is to be placed on the door to advise that there is a step immediately beyond. A fluorescent strip is to be placed along the edge of the step. Auto reactive strip lighting of greater brightness is to be installed above the stairs. This is part of the lighting upgrade. The carpet is also to be removed. • All air vents in the back room of the wardrobe have been sealed, including the central rose. • Wi-fi. IB is to install this within the maintenance budget over time. In the meantime, the card machine has been set to operate without needing to seek a wi-fi connection. • Floor outside the toilets. This is to be monitored and may have to be investigated more fully at the end of the season as there is a bit of “give” in it. This may be indicative of water damage caused by the flood some time ago. There may well be some rotten floor boards. • The fire alarms have been inspected and are in order. • The lift has been inspected and is in order. A compliant safety sign had been procured.

- Signage. At the meeting figures were not available. Since then, MGP has heard back from VIZBIZ.
 - a. For boarding out the gap between the canopy supports with horizontal wooden panelling. £450 Stud work & £860 Oak Ship Latt cladding each side, Pine @ £550 each side.
£2580 for oak or 1860 for pine
 - b. For a flat sheet ACM sign saying "THEATRE" As your visual @ Printed ACM £190 *But without support this will blow out.
£228 for a flat sign
 - c. For suppling and fitting acrylic letters (saying "THEATRE") to the boarding (whether installed by you or erected by the Group). @ £660 **£792 for acrylic letters**
 - d. For suppling and fitting brushed aluminium letters saying "THEATRE". @ £510.
£612 for aluminium letters
 - e. The cost of a flat sheet ACM sign saying "THEATRE" that is 9' wide and 3'2" high with printed artwork. Limited to 8ft width @ £340
£480 for a larger sign under the eaves
 - f. The cost of "THEATRE" picked out in mounted acrylic letters. @ £910.
£1,092
 - g. As d. above but with brushed aluminium letters. @ £660 **£792**
 - h. **The cost of fitting** d, e or f above given that access would need to be by your own scaffolding. I would need to visit but a day's fitting is £550 **£660 a day for fitting..**

In summary

1. **Oak boarding plus acrylic letters would be £3,372. The lowest would be pine plus a flat sign £2,088.**
2. **Under the eaves would range between for acrylic letters fitted in a day ££1,752 to a flat sign fitted in a day £1,140** Individual letters would require expert fitting at height whereas a flat sign may be something we could do ourselves.
3. **Replacement Sign.** Cheapest solution is to recover with matt laminate at a cost of **£432 each side.**
4. **Flat sign on or above the canopy: £228.**

It was RESOLVED to proceed at this stage with a sign under the eaves at a cost of £340 plus VAT. The sign can be fitted by SB and IW. The estimate for the replacement sign was considered excessive.

It was RESOLVED that NC purchase a replacement for the ladder in the wardrobe now believed to have been broken by "the bee man".

Funding: MGP has been referred to grants available from TRU in connection with the upgrade. The projects covered are vague. However, the theme would seem to be enhancing the environment. MGP has registered with Neighbourly and part prepared an application. Quotes are available for the original signage proposal. Only one is available for the revised proposal above. What may be more appropriate might be one to clear the debris at the bottom of the garden.

It was RESOLVED that MGP proceed with an application for funding to clear the debris. MGP has arranged for Paul Simpson to call and provide an estimate.

10	Any Other Business. MGP had noticed that a “For Sale” sign had been erected next to the Group’s sign using the metal framework which had been keyed into the Group’s wall without authorisation. MGP is to contact Jonathan Kidd at Holroyd Miller to explain the situation. Furthermore he is to point out that prospective buyers have no authority to use the metal framework.
11	Date of next meeting: Tuesday 11 th November 2025

Action log – Dewsbury Arts Group

6/25-26	Seek willingness and availability of brother to present sound workshop	IW	11 th November 2025	Report back to November meeting
10/25-26	Speak to Jonathan Kidd of Holroyd Miller about "For Sale" sign.	MGP	31 st October	Report back to November meeting
11/25-26	Report to Mr Currie about decision to ban smoking.	MGP	20 th October 2025	
12/25-26	Revert to Charlie Wells about Christmas event and future collaboration	MGP	20 th October 2025	Report back to November meeting
13/25-26	Procure sweets for pantomime	MaB	First performance	
14/25-26	Procure replacement ladder for wardrobe	NC	31 st October 2025	
15/25-26	Advise AETF about non-participation	MGP	20 th October 2025	
16/25-26	Explore possibility of library displays	MGP	10 th November 2025	Report back to November meeting
17/25-26	Secure stall at craft fair on 28 th November 2025	MGP	20 th October 2025	
18/25-26	Proposal for use of "cans" for better communication between lighting gallery and back stage.	IW with MC, MB and DF	11 th November 2025	Report back to November meeting.

Directors Report – Simon Reece – Dangerous Corner – 27th September – 4th October (excluding 29th September)

As a fan of J.B Priestley and his work, I have held a long-standing desire to direct one of his famous "time plays". Having appeared in the role of 'Robert Caplan' I am very familiar with the premise and plot of the story. I am extremely grateful to the committee for accepting my proposal and allowing me the opportunity to make my directorial debut at DAG.

Firstly, may I thank Nick Cunliffe for a truly excellent set. After I sent him the set design I wanted for the set, he went on his merry way. His constant communication and updates on progress were clear and concise, and he produced exactly what I had envisaged with a colour scheme that really captured the setting. Even lending the set items from his own home to complete the look.

I would like to extend thanks to all the backstage crew: Andrew Leverton as SM, Becky Ashwell for props, Kerrie Knowles and Zahoor Sakarkar on lighting and sound respectively. I had 2 excellent prompters in Maria Bailey and Carol Parkinson. Antonia Gospel put together an excellent array of music and sound effects and Andy Wright gave me the lighting I wanted and these really added to the atmosphere perfectly. No show is complete without a top crew and I certainly had that.

If I may reserve extra special thanks to Maria & Mark Bailey who were always on hand to help me with anything I needed or any query I had. Maria pulled double duty as casting director due to some difficulties in casting early on.

In the end, I had an amazing cast in Matt, Nick, Ben, Lindsey, Nelly (who had come from the youth and appeared in her first full length play as a principal character for the first very time. This young lady is going places), Catherine and Rachel. They all worked so hard and are immensely talented. I was very lucky to have such a cast, and we gelled really well, we were open with ideas and as a team we produced something really special.

Given I had been allowed the honour of opening the DAG season, we were in the fortunate position of having a rehearsal period slightly longer than what we would normally have been afforded. This gave myself and the cast the opportunity to really work on the individual characters and develop the story in such great detail and I believe this was evident during the week of the performances.

I have been extremely lucky, and I have thoroughly enjoyed doing this show and being able to produce one of my personal favourite stage plays.

One constructive comment I will make is that on a couple of occasions we did experience technical hitches. Now, we are all aware that these things happen in live theatre. However, may I suggest that anyone being coached/trained to operate lighting or sound be given full belt and braces tutelage on every aspect of this area of the production. On the couple of occasions these hitches occurred, the operators in

	TOT ST's	INC F/H	EST INC	ST PAID	INCOME SO FAR	
OCT 13TH	193	£16,405		142	£12,070	£12,470
	12	£600	£17,005	8	£400	
	TOT ST's	INC F/H	EST INC	ST PAID	INCOME SO FAR	
NOV 10TH	192	£16,320		162	£13,770	£14,270
	12	£600	£16,920	10	£500	
	TOT ST's	INC F/H	EST INC	ST PAID	INCOME SO FAR	
DEC 15TH	189	£14,535		171	£14,353	£14,853
	11	£500	£15,035	10	£500	
TOTAL NEW ST			14			
TOTAL LAPSED ST			9			
TOTAL UNPAID			20			
TOTAL UNPAID PROBABLY LAPSE AS HAVEN'T BOOKED FOR A WHILE						15
(slight discrepancy due to half st's)						

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	135
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	-	-	-