

# Dewsbury Arts Group

(CIO Registered Charity Number 1161083)

## Minutes of the meeting of the Charity Trustees

held on Monday 13<sup>th</sup> April 2026 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), Carol Parkinson (CP), Malcolm Parkinson (MGP), Sue Saville (SS), Zahoor Sakharkar (ZS) Emma Thompson (ET) and Iain Winstanley (IW)

No.	Item
1	<b>Apologies for absence.</b> These had been received from SB, SS and NC.
2	<b>Website: presentation by Chris Fletcher</b> Chris addressed the meeting regarding servers. Currently, the website is hosted on his server. His recommendation is to transfer over to an independent provider. It would cut out his involvement and create a direct contractual relationship between the provider and the Group. There could be a cost saving. There is no need to overhaul the website as a review was completed recently. However, it would be a good time to identify any obvious gaps. In particular, it would be beneficial for the site to have a form capability. It would be a matter of transferring the site over. Chris would be happy to do that. He is also happy to evaluate providers and do a price comparison. At the moment his focus is on the brochure. It would be realistic to begin his research in July and aim to transfer over by the end of December.  Chris is happy to continue to maintain the site for now. However, he would like the Group to identify someone to take over maintenance. He is open to any suggestion.
3	<b>Approval of the minutes of the previous meeting, review of action log and matters arising.</b> It was RESOLVED that the minutes of the meeting held on 9 <sup>th</sup> March 2026 be passed as a true record. The Action Log was considered and updated. MGP had spoken to Becky Long at Kirklees. She contradicted what had been said at branch level. The Group is free to display posters at all libraries. She has emailed the branch managers and emphasised that posters can be displayed as they are from a Community Arts Organisation. Posters have been delivered to Dewsbury and Mirfield libraries. Additionally, digital copies have been sent to appear on digital screens in those libraries
4	<b>Correspondence and news</b>  Grant seminar- MGP had attended and found it very useful. The person running the seminar was someone who deals with applications every day. The two main takeaways are that competition for grants is five times greater than it was ten or fifteen years ago. It means that an application must really stand out from the crowd. Secondly, he gave important guidance as to how to prepare a successful application. The starting point is having a project, planning it and costing it. The next stage is to look at potential funders and making sure all criteria are met.  Halifax Playhouse. MGP received publicity material from their publicity manager asking for it to be displayed. MGP asked if they would reciprocate and they said they would. MGP has therefore delivered brochures, posters and leaflets. Their material has been placed in the Welcome to Yorkshire shelves at the entrance.  Torchlight procession proposal- Charlie Wells is the Co-Artistic Director of Edgelands Arts.

	<p>They intend to deliver a series of lantern making activities in schools and groups across Dewsbury. It will culminate in a procession some time in the autumn. It is hoped to work with up to 500 participants of all ages and backgrounds from across Dewsbury. MB and MaB would be interested in looking into this. Much depends on when it is.</p>
5	<p>a. Nominations for President-CP/MGP reported that a suitable nominee has agreed to be nominated</p> <p>b. Library-CP reported that she had overhauled the library which now looks more presentable. Books have been set out in alphabetical order and categorised. Her experience of working for Kirkwood Hospice is that paperback in very poor condition are not accepted. She has taken one hard back (signed copy) to carry out research as to its potential value.</p> <p>c. Cleaner: pay review – in the absence of SS this will be discussed at the next meeting.</p> <p>d. Season ticket and membership succession. Prior to the meeting JF had very helpfully provided a job specification. There followed a discussion as to who might be approached and be willing to take responsibility.</p> <p>e. Newsletter content</p> <ul style="list-style-type: none"> <li>- Reminder about Youth Showcase</li> <li>- Request for registering of interest in Youth classes starting in September.</li> <li>- Auditions for Bleak Expectations.</li> <li>- Library/bookshop.</li> </ul>
6	<p><b>Art Section</b></p> <ul style="list-style-type: none"> <li>• Update. ZS reported the very sad news that Ley Day had died. She had modelled regularly over the years and had been an enthusiastic supporter of the Group. It is suggested that there be an exhibition of works for which she had modelled. The exhibitions for the next productions will be refreshed as Mary Follows has provided more work.</li> </ul>
7	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• Update. CAF Bank: £11,993.73  Virgin ; £29,619.89  Total : £41,613.62</li> <li>• Ticket prices – The following factors were considered: Inflation, a comparison with other groups, the reduced number of performances next season and audience research. It was RESOLVED that all ticket prices and fees be held at the current level as per the schedule attached.</li> <li>• Bar prices - MB/MaB will review all prices to be implemented for the new season.</li> </ul>
8	<p><b>Youth Section</b></p> <p>Update - MaB reported that rehearsals continue apace. The first years are “books down” which shows commendable commitment. AL is to attend a Saturday session to film a promotional video. This is subject to parental consent.</p>
9	<p><b>Drama Section</b></p> <p>a. Suddenly at Home: Director's report. In the absence of SS this will be placed on the agenda for the next meeting.</p>

	<p>b. Accommodations: update. Nothing to report.</p> <p>c. Lust: update. Justin Trewren has dropped out and been replaced by IW.</p> <p>d. Ticket sales: DF presented the attached update. Ticket sales for Accommodations are disappointing. It was pointed out that people are tending to book later. There was an inconclusive discussion about why this should be.</p> <p>e. Launch night: DF confirmed that all was in hand. As to entertainment, IW offered to act as DJ. DF did not consider that this would be appropriate.</p> <p>f. Start of productions - AL demonstrated a traffic light system he had devised. The purpose is to provide smoother communication between the box and back stage. The trustees were impressed with AL's prototype. Accordingly, AL is to develop and refine the system with a view to it being trialled.</p>
10	<p><b>Premises.</b></p> <ul style="list-style-type: none"> <li>• Update – IB reported that time had been concentrated on evaluating heating options. The cooler had been purchased and installed. It comes with a three year parts and labour guarantee.</li> <li>• Glass washer. A blockage had been cleared. Closer attention needs to be paid to topping up the rinse aid.</li> <li>• Wardrobe. At the meeting in February JF reported that hanging poles had rusted. Replacement of the poles and associated fitting would cost in the region of £300. It was RESOLVED to allocate a budget of £500 for that work. JF reported that hanging poles and associated fittings including a high rail had been obtained at a cost of £315.10, JF will prepare a plan showing where everything is once everything is done and will then return the key to the bar store.</li> </ul>
11	<p><b>Any Other Business</b></p> <ol style="list-style-type: none"> <li>1. It was agreed that Richard Buxton can take the crockery in the dumb waiter as he knows someone who smashes crockery.</li> <li>2. There had been an incident whereby the bin was reported to be running down the street. The relevant department at Kirklees had telephoned JF/DF on their home land line. MB is to ask SB is to contact Kirklees to amend contact details.</li> <li>3. The posters in the boards outside have not been changed. MB is to contact SB to ascertain the whereabouts of the key.</li> <li>4. MaB is looking to hand over administration of the Youth Section. She had someone in mind someone who was suitable to take over. She queried whether the role needed to be a committee position. Currently, the Youth Administrator is an officer of the Group. To remove that position would require a constitutional amendment. A discussion followed during which it emerged that the role was designated as an officer post almost by default.</li> </ol> <p>JF will arrange for the minutes checked and redacted by MGP and CP to be posted on the website in an appropriate place.</p>
12	<p><b>Date of next meeting: Monday 11<sup>th</sup> May 2026</b></p>

## DAG TICKET SALES – 2025/26 SEASON

(\* - extra capacity)

MAIN PRODUCTIONS	Seats Available	Total Tickets Taken	Total Sales £ <small>After TicketSource Costs inc sales on door</small>	Payment to Ticket Source £	% Take up	Total Season Tickets	Total General Admissions and Sponsors Tickets	Seats NOT Sold
DANGEROUS CORNER	651	509	<b>2278.35</b>	173.96	78%	327	182	142
ALADDIN	<b>930*</b>	867	<b>6259.39</b>	413.85	93%	241	Full – 327 Conc - 299	<b>63*</b>
KIND HEARTS & CORONETS	651	503	<b>2508.22</b>	199.98	77%	310	193	148
SUDDENLY AT HOME	<b>558</b> <small>One performance cancelled</small>	512	<b>2706.75</b>	182.96	87%	297	215	<b>46</b>
ACCOMMODATIONS	651	358	<b>999.51</b>			281	77	293
LUST	651							

### 2024/2025 season for comparison

MAIN PRODUCTIONS	Seats Available	Total Tickets Taken	Total Sales £ <small>After TicketSource Costs inc sales on door</small>	Payment to Ticket Source £	% Take up	Total Season Tickets	Total General Admissions and Sponsors Tickets	Seats NOT Sold
WIFE AFTER DEATH	651	568	<b>2692.44</b>	233.56	87%	347	221	83
JACK AND THE BEANSTALK	<b>830*</b>	788	<b>5462.24</b>	325.80	95%	237	Full –274 Conc – 277	<b>42*</b>
WORST WEDDING EVER	651	516	<b>2262.58</b>	187.42	79%	333	183	135
THE WINSLOW BOY	651	508	<b>2107.14</b>	160.86	78%	340	168	143
THE REVLON GIRL	651	461	<b>2027.57</b>	170.43	71%	291	170	190
GUYS AND DOLLS	651	578	<b>3319.56</b>	236.37	89%	317	261	73
<b>SEASON TOTALS</b>	4085	3419	<b>17871.53</b>	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
YOUTH SHOWCASE	279	Full – 31 Conc - 13	357.29		235

Action log – Dewsbury Arts Group

22/25-56	Investigate the cost of providing an updated and efficient heating system in room 3	SB/IB	11 <sup>th</sup> May 2026	IB is evaluating the output of radiators in room 3 to assess how many would be needed. He will also look at Rooms 1 and 2. Before reporting back fully at April meeting
27/25-26	Liaise with Emma Thompson to contact SIM card provider to the card reader.	IB	11 <sup>th</sup> May 2026	Report back to April meeting
28/25-26	Collate minutes for JF to upload on to the website	MGP	20 <sup>th</sup> April 2026	
29/25-26	Contact the appropriate department at Kirklees to remove DF/JF from their contact list	SB	30 <sup>th</sup> April 2026	
30/25-26	Ascertain whereabouts of key to the poster cabinets	MB/SB	20 <sup>th</sup> April 2026	

### Schedule of ticket prices and fees: 2026/27 season

<b>Ticket/fee</b>	<b>Price</b>
Full Season Ticket	£85
Half Season ticket	£50
Main Productions	£14
Pantomime	£14 and £7 concessions (16 and under)
Youth Theatre Showcase	£10 and £6 concessions
Murder Mystery	TBC
Membership	£25 (adult) £10 (18 and under)
Youth Class Fees	£40 per year