



**Little Theatre Guild
74TH AGM by Zoom
Saturday 5 September 2020**

www.littletheatreguild.org

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27th July 2020

Dear LTG Rep,

As you are aware due to Covi-19, the Annual AGM and Conference which was due to be held at The Questor's Theatre in April this year was cancelled.

The National Committee decided at our last virtual meeting in April, that due to exceptional circumstances, we would hold a virtual AGM.

You are therefore cordially invited to the 74th Annual General Virtual Meeting on 5th September at 11am.

Please find attached the following documents:

1. Notice of the AGM
2. Agenda for the meeting
3. Chairman's Report
4. Nomination Forms
5. Proxy form
6. Minutes of the previous 2019 AGM

Register for the AGM

To register to attend you need to visit www.littletheatreguild.org/agm You will be asked for your name and email. You will also be asked to provide your own number, this number will be your passcode that you will need to vote, please remember it.

Following registration, once your request has been verified, you will then receive back a confirmation email which will include your unique login link for the AGM.

Please note that the AGM starts at 11am, joining from 10.45am. **Please register to attend by the deadline of Sunday 29th August.**

Voting at the AGM

On Wednesday 2nd September, everyone registered for the AGM will get an email with details of how they cast their vote in advance of the AGM. The vote will be open from Wednesday 2nd September until midnight 4th September. No voting will be possible after this time.

Members who have been given someone's proxy will receive a further email with a special code to allow them to vote on behalf of the other member.

We hope that you will be able to join us at the meeting. We are able to accept up to 500 people at the meeting so it will be an interesting challenge and we will allow a short time for everyone to say hello to people that they have not seen for a long time.

We hope you will be able to join us at the meeting.

Any queries regarding the procedure, contact Caroline Chapman at : caroline.chapman1816@gmail.com

Yours sincerely,

Caroline Chapman,
LTG National secretary

THE LITTLE THEATRE GUILD OF GREAT BRITAIN
VIRTUAL 74TH ANNUAL GENERAL MEETING
SATURDAY 5 SEPTEMBER AT 11:00.



NOTICE IS HEREBY GIVEN OT THE VIRTUAL 74TH ANNUAL GENERAL MEETING

1. Please ensure that your Theatre is represented.
2. Any resolutions to be put to the AGM must reach Caroline Chapman by **15th August 2020** by either post to 24 Mill Farm Road, Hamsterley Mill, Co Durham NE39 1NW or by email: caroline.chapman1816@gmail.com
3. The Nominations for the standing committee (Rule 11):
Vice Chair; National Secretary; National Treasurer; Public Relations Officer; National Liaison Officer;
Three Theatre Representative members of the standing committee.
4. Voting papers for the Nominees received to date is attached. Please return this form no later than 15th August 2020 to Caroline Chapman by either post or email at the addresses given above.
5. If you have further nominations to put forward for any of the posts listed please ensure that they are willing and able to stand for nomination, and if you can let me have a few sentences about this nominee, I shall be grateful.
6. Attached is a resume of the persons so far nominated.

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AGENDA

1. A welcome to everyone.
2. Apologies for absence
3. Approval of the previous minutes 73rd AGM held at The Highbury Theatre, Sutton Coldfield.
4. Matters arising from the Minutes
5. Chairman's report and handover to the new Chairperson – Jo Matthews.
6. Covid-19 an update from Eddie Redfern
7. Approval of the Annual accounts as printed in the Year Book.
8. Election of Officers and Theatre representatives (Rule 11a) If a ballot is to be held then tellers will be appointed)
9. The appointment of the Auditors – S McGuire is willing to be re-appointed
10. Future Conference dates. It has been decided not to hold Regional Conferences this year, but theses may, following the success of the Virtual AGM on 5th September, be held virtually. The next conference will be the National Conference to be held at Southport in May 2021.
11. AOB

**THE LITTLE THEATRE GUILD OF GREAT BRITAIN
VIRTUAL 74TH ANNUAL GENERAL MEETING
SATURDAY 5 SEPTEMBER AT 11:00.**



NOMINATION FORM ONE:

1. National Secretary – Currently Caroline Chapman
2. National Treasurer – Currently Brian Stoner
3. Vice Chair
4. Public relations Officer – Currently Kevin Spence
5. National Liaison Officer – Currently Eddie Redfern

The current officers are willing to stand again. The proposed officers need electing formally at the AGM and the three Theatre Regional Secretaries are ex-officio members of the standing committee and are elected at the Regional Annual General Meeting and Conference.

NOMINATION FORM TWO:

Three Theatre Representatives for the Standing Committee – The current representatives Sue Tunley is willing to stand again and will be formally elected at the AGM. There are TWO Theatre representatives due for election this year.

THEATRE REPRESENTATIVES

NORTHERN REGION – Sue Tunley (Grove Park Theatre, Wrexham)

CENTRAL REGION -

SOUTHERN REGION –

Nomination by : Theatre

Signed

(LTGR)

Date

Please return this form no later than 10th AUGUST to Caroline Chapman email:

**caroline.chapman1816@gmail.com or by post to 24 Mill Farm Road, Hamsterly Mill, Co Durham
NE39 1NW**

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LTG COMMITTEE NOMINATIONS:

MELANIE JEFFREY – Norbury Theatre, Droitwich

I have been involved in amateur theatre for as long as I can remember but only for the past 14 years in the West Midlands. I am one of the Directors of the Norbury Theatre in Droitwich and I am responsible for some of the Marketing there. I am usually involved in a lot of the productions either acting or as director. I directed the NODA award winning production of Journey's End in 2018 and last year directed Annie. I am now in the process of being in Charley's Aunt as well as directing our summer musical Legally Blonde.

DEBBIE HIBBERD – Rugby Theatre, Rugby

I have been a member of Rugby Theatre since 1983, finally taking life membership in 2005. I act whenever there is a part to audition for, for a lady of my age! In the last year I was the fool in King Lear and a nun in the Sound of Music.

I started our Theatre Writers group. I am completing the Directors course, with a view to directing in the future. I've also done the scenic designer course but did that mainly to learn more about our stage and how it works together with sound and lighting, from a writer's viewpoint. I've been the Props Group leader, but still work full time in education, so I am only a props team member at the moment.

I work regularly in our box office, our theatre bar and do a stint on Front of House for live shows. I'm a trained film manager for film showings. I am a trained chaperone and do this mainly in our summer youth theatre project. I have a toe in lots of different aspects of theatre life!

I am on my second '3-year term' as a 'member voted' trustee and currently I am the Chair of the Trustee Board. I collate a weekly members newsletter, with interviews, photos and information, so members know what's going on (only if they read it of course!)

I feel I would have something useful to contribute to the LTG national committee and put myself forward to stand for this, this year.

VICE CHAIR - NICK MORLEY – Sinodun Players, Wallingford

Nick moved to Wallingford in 1993 and almost straight away joined the Sinodun Players. Whilst mainly carrying out nearly any technical role, he did act in 'Absolute Hell' in the late 90s.

He was Technical Manager for a few years before joining the Board of Sinodun Players Ltd in 2004. In 2006 he became Chair of the Board and was heavily involved in the Foyer Refurbishment project in 2007. In 2008 Nick left the Board to concentrate on other areas, including running both the Bar and Cinema rotas.

In 2013 Nick joined the Trustees and became Chair a year later, at a difficult time for the Sinodun Players. He stepped up the Sinodun Players relationship with LTG and started encouraging attendance at conferences. Alongside the Financial Trustee he worked on changing our Constitution and renaming our trading subsidiary. These changes were necessary to be able to attract large grants for our Roof Project, carried out in 2017. Nick stood down as Chair in 2019 but remains heavily involved, including being the Designated Premises Supervisor.

Nick was an MOD Civil Servant for 21 Years, the last 12 being in the IT Project Management Function. For the last 5 years he has been an IT Contractor working in Software Asset Management.

In other spare time he is an Oxfam Festival Steward in the summer and an Assistant Shift Leader for Crisis Christmas.

Nick never joined any organisation to be on Committees yet always seems to end up on them quite willingly. I am quite happy to put myself forward to be LTG Vice Chair and help the organisation continue to move forward.