



**August — September 2021**

Hi Kelvinians

Sadly infections are rising again, and you will of course be well aware that unfortunately most Rehearsed Readings have had to be postponed yet again.

So I hope this edition of ***The Jester*** finds you and your loved ones well and safe and you are weathering the storm in these continuing difficult times.

As in recent months, theatrical activity continues to be less than usual because of covid, but the club is taking the opportunity to consider restructuring the Committee and the way the club operates (see more details on the following pages). **But there is a Rehearsed Reading this Saturday 31st July! (see below).**

Also, you will no doubt be aware of the proposed new bar and foyer area, and taking advantage of the closed studio, work is now about to begin on transforming Kelvin Studio's Front of House. The area was cleared this week ready for the imminent work. Our thanks are due to all those who helped last weekend in clearing the bar area in preparation!

Some Kelvin activity continues from time to time on the Kelvin Facebook members' page; and I can strongly recommend checking it regularly to see what else is going on and for announcements (facebook login required):

**<https://www.facebook.com/groups/2364145819/?ref=share>**

Do check out our website: **[www.kelvinplayers.co.uk](http://www.kelvinplayers.co.uk)** and follow us on Twitter, Facebook etc

Online Rehearsed Readings (ORRs) are suspended indefinitely until and unless I receive a request (and some submissions as well) to start them again.

If you have anything at all to send me for inclusion in the next issue of *The Jester*, you can do so at any time by emailing it to me at: **[jester@kelvinplayers.co.uk](mailto:jester@kelvinplayers.co.uk)**

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**Geoff Collard (editor)**

The deadline for the next *Jester* is always given in the current edition of *The Jester*, so you can always check the deadline in the most recent issue of *The Jester* if you're unsure

so, (depending on what happens as regards anything to report) please note in your diary! -

**The deadline for the next *Jester* will be Monday September 27th 2021**

# REHEARSED READINGS - THE TRIUMPHANT RETURN!

**Saturday 31st JULY - *A Song At Twilight* by Noel Coward**

Dearest Kelvinians, well it's been such a long time but it seems the end of all the waiting is just around the corner - and so I am delighted to announce that we finally have a date in the diary for a Rehearsed Reading! A whole year and a half after the launch night, one of the directors who recruited their cast that evening back in early 2020 will at last be presenting her RR.

Fiona Morrison will direct ***A Song At Twilight*** by Noel Coward, on Saturday 31st July at 7:30pm - please come along and watch! It has been agreed that Fiona and her cast can proceed without the need to socially distance (as far as each of them are comfortable) provided that they all take Covid tests and are negative within 12 hours of the start of the rehearsal, which as usual will run throughout the day on 31st July before the performance the same evening. Depending on government regulations at the time, we may or may not need to socially distance the audience.

If you have any feedback on this news, please feel free to contact me - but hopefully you're as excited as I am! Best wishes to all you lovely Kelvinfolk out there, and I hope to see you soon (ideally on Saturday 31st July at 7:30pm!) - cheers, RPL

Rick Procter-Lane

Kelvin RR Organiser

0794 1878 460 / [rick.procter@icloud.com](mailto:rick.procter@icloud.com)

## **\*SATURDAY 31st JULY\* (tomorrow!!) REHEARSED READING**

My dearest fellow Kelvinians, I'd like to appeal to your kind and keen hearts about tomorrow's Rehearsed Reading (31st July) - currently scheduled to be the first RR in a whole 17 months. Even though the planned run of Radiant Vermin sadly didn't happen in the end, I am nonetheless very keen to go ahead with this RR - since I for one really quite fancy it, and I wonder if there are a good few of you out there who do too. The director Fiona Morrison and her cast, most of whom have been in place since the last RR launch night a year and a half ago, are braced and ready to take to the stage for your delectation, and to entertain you and help you to forget for an hour or so the woes of this world we live in these days - and they will all be taking a lateral flow test immediately before coming together on 31st July.

**Everyone who is up for coming, please do the following 3 things:**

- 1) Please wear a face mask, to help everyone present feel safe.**
- 2) Please BRING YOUR OWN DRINKS as there will be no bar service at all on the night (partly for Covid safety, partly because the big bar refurb project is about to start and everything is being cleared out of the bar area).**
- 3) Please be respectful of everyone else in attendance, maintaining social distance by default and staying in your seats.** I'm sure I really don't need to make this request of you all, we're all nice people at Kelvin - but nonetheless I wanted to put it clearly here to encourage everyone out there that this will be as safe an event as we can make it. The two performance nights of Metamorphosis earlier this month were a great success, proving Kelvin can currently go ahead with such events - of course not everyone will feel able to come, but I do believe enough people to make a great audience will be up for it.

I will of course do everything I can to ensure safety too - opening all windows and doors for maximum ventilation, making the NHS Track & Trace check-in QR code available, ensuring seats and touchpoints are clean and hand sanitisers are ready for use, managing movement around the building and generally reminding everyone to be mindful whilst still having a lovely time. Proper old fashioned mingling might be off the cards, but chatting can most definitely still happen in this setting. We will as ever be holding a post-show talkback - remember that old RR favourite? - which will no doubt be as perfect an opportunity as always for some general chit-chat and socialising, whilst still remaining seated and socially distanced.

If you're on Facebook, please check out the event there - and if you think you might come, please help me get a sense of the audience by clicking that 'Going' button. Or, please feel free just to drop me a line on the contact details below, to let me know you plan to attend. I, and Fiona and her cast, really do hope there will be an audience for this beloved return of the much-missed RRs - and last but not least, as to the actual show itself, well you can't go wrong with a bit of Noel Coward can you? Who else can claim such a level of 20th century theatrical class and quintessentially English dramatic style?

Ohh I would so dearly love to see you, 7:00pm doors open for 7:30pm start at Kelvin this coming Saturday 31st July - yours hopefully, Rick Procter-Lane

0794 1878 460

[rick.procter@icloud.com](mailto:rick.procter@icloud.com)

## REHEARSED READINGS - BACK IN BUSINESS!

Dates for your diaries everyone! Including notice of one that'll hopefully reach you just in time - the first RR in 17 months is happening on Saturday 31st July, folks! Come on down to Kelvin, 7:00pm doors for a 7:30pm start, and celebrate the return of the Kelvin Rehearsed Readings!

That's right folks, not only are main shows returning but our beloved Rehearsed Readings ("RRs") too are coming back to the Kelvin Studio. At long last, almost a year and half after the last launch night, I have managed to reschedule all the RRs that were announced and cast at that pre-Covid evening so very long ago. Huge thanks to the directors, as well as their casts, who have been waiting in the wings all this time and hanging on in the fond hope they would eventually get to present their RRs as originally intended - which now, they will finally get to do!

Please feast your eyes on - and write up your diaries with - these RR presentations over the coming months, which can hopefully be presented in a similar fashion to RRs of the past. Obviously we are in a post-Covid world, plus there will be a big refurbishment project going on in the bar area as you probably know - but despite these two lingering concerns, I decided that Kelvin just couldn't wait any longer for the glory of the RRs to return. Maybe we should still be socially distancing in the audience, and we might not be able to serve drinks in the normal way - but goodness me, we'll be putting these gosh-darned RRs on all right - surely there can be no turning back now!

Please do come along to be a supportive audience as we get these treasured Kelvin events back up and running. Everyone at the club has missed each other so much and we're all so desperately itching to be social again together, as well as to entertain each other with these low-key but high-buzz performances. In terms of cast, all of these RRs are already at full complement - but if you are interested in acting in a RR and aren't already cast, please contact me on the details below and let me know which of the dates you're free. You never know when a cast member might sadly have to drop out, and it's often extremely handy to have a list of names ready and willing to take their place. Other than that, the current plan is to restart the old schedule of launch nights in early 2022 - dates to be confirmed in due course. Most of all though, hopefully see you at Kelvin to watch these beauties!

31st July (single-bill)

Fiona Morrison directs

***A Song At Twilight* by Noel Coward**

4th September (single-bill)

Lucy Payne directs

***All In The Timing* by David Ives**

9th October (double-bill)

Rosie Closs & Angela Markham direct

***The Truth* by Florian Zeller**

Sergio Romagnoli directs

***Party* a piece of his own writing**

27th November (double-bill)

Ralf Togneri directs

***Where's My Money?* by Mike Manson**

Eszter Vass directs

Two short pieces of her own writing

Yours hopefully, Rick Procter-Lane - RR Organiser 0794 1878 460 / [rick.procter@icloud.com](mailto:rick.procter@icloud.com)

# Proposal for Management Restructuring

Everyone will get the opportunity to vote on this proposal at the Club's AGM being held in September. You may have already read about the proposal, attended one of the online sessions and even contemplated standing for one of the vacant posts. The proposed new Committee elections will also take place at the AGM this September immediately after the vote on the new structure is taken, provided of course that the new proposal is approved.

The proposal in full is reproduced below, but it and more information, including the elected Committee members' job descriptions, is also available on the Kelvin Players website at:

[www.kelvin-members.co.uk/new-committee](http://www.kelvin-members.co.uk/new-committee)

and you can, of course, contact any of our current Committee members or Jacqs Graham (tel: 07882600588 [jacqsludgate@me.com](mailto:jacqsludgate@me.com)) if you'd like to find out more.



## **A PROPOSAL FOR THE MANAGEMENT OF KELVIN PLAYERS**

**To create excellent theatre through the sharing and development of skills and expertise in all aspects of production and performance.**

### **Background**

In 1999, there was a formal review of the structure of Kelvin Players. This was followed by a further restructure of the management committee around a decade later as the roles on the management committee and the lines of responsibility were more clearly defined. The current structure has remained more or less the same since then – apart from the creation of some new Elected Officer roles, including Artistic Director, in the mid-2000s.

Currently, the club is largely in hiatus (due to the pandemic) and it is an opportunity to review the way the club works and to review its aims.

The recent survey by the Inclusivity Action Group hinted at a need for change – many ideas were raised around the membership fee and structure, the need for a vision, and many suggestions for a more creative approach to our productions.

Aside from a few innovations over the last 20 years, such as the rehearsed readings and the black box productions, our approach to theatre has remained much the same for many years.

### **Proposal**

This proposal aims to explore how Kelvin Players can develop further as a centre for the arts. It addresses the three main activities of the Club: artistic, business and membership.

We want to develop a clear direction for the Club, that frees members up so that they can realize their own creative potential, and focuses the club on becoming the best it can.

We propose doing this by enabling the strategic development of the Club through the creation of a new tier of governance – the Executive Group. This proposal will also:

- Promote innovation and creativity in the artistic policy of the Club

- Ensure the Club is meeting its mission statement

- Draw on the skills and experience of longstanding Club members

- Ensure the Club is progressive and forward-thinking

- Retain what is working well (e.g. rehearsed reading programme, members' enthusiasm and engagement, local reputation etc.....)

# EXECUTIVE GROUP

## Comprised

- Club Chair\*
- Club Treasurer\*
- Club Secretary\*
- Club President
- Club Artistic Director\*
- Club Business Development Director\*\*
- Club Vice-Presidents
- Honorary Life Members

## Summary

The Executive Group will facilitate the strategic leadership and vision for the Club by drawing on its experience and expertise; speaking with the officers and members of the Club; and consulting with external artists and creatives, who may, from time to time, be invited to join the group. The non-elected members of the Executive Group will provide a long-term direction to the Management Committee. However, they will not form part of the Management Committee and will not routinely attend management committee meetings, and therefore will not have voting rights at those committee meetings. They will, however, provide a vision statement of how they see the club developing and operating. In the first instance the Executive Group will be chaired by the Club Chair. They may choose to appoint a Deputy Chair, if required.

## Aims

- Develop a three-year strategy (reviewed bi-annually) – this strategy will define the Club's vision and ambition, set out key milestones and achievements, and establish how we measure our success.
- Ensure the Club's statutory and financial accountability
- Steer the Club artistically and financially by engaging with the members and officers of the Club
- Consider members' engagement and satisfaction, as well as the overall promotion of the Club

## Communications

- One meeting every six months where the group agrees the contents of the strategy and reviews progress.
- An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas.

# MANAGEMENT COMMITTEE

## Comprised

- Club Chair
- Club Secretary
- Club Treasurer
- Club Artistic Director
- Club Business Director

## Summary

The role of the Management Committee is to implement the strategy as developed by the Executive Group. It is also to oversee the work of each of the management groups and ensure the effective running of the Club, including its productions. The Management Committee's aim is to enact the vision of the Executive Group. How they enact that vision will be their decision and they will retain voting as part of the decision-making process, with the Chair having the casting vote.

## Aims

- Implement the strategy and vision of the Executive Group
- Set annual financial budgets for each production and the separate management groups
- Oversee the work of each of the management groups, ensuring that cross-group liaison is facilitated
- Monitor the productions – meeting Directors/Producers, agreeing production budgets, etc
- Oversee the day-to-day business of the Club

## Indicative communications schedule\*\*\*

- An annual meeting to which all elected officers and postholders are invited, at which the Club Chair communicates the vision and strategy of the Executive Group.
- Brief, regularly monthly catch-ups for the 5 members of the committee, plus occasional presentations and updates from elected officers, postholders or directors.
- An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas.



# MANAGEMENT GROUPS

## 1. Membership Development Group

### Comprised

- Chair
- Membership secretary
- Membership representative
- Inclusivity representative
- Social secretary
- Little Theatre Guild representative

### Summary

Ensure the engagement and enjoyment of the members.

### Aims

- Implement the strategy and vision of the Executive Group
- Look for ways for the Club to be inclusive and welcoming
- Reward members
- Deal with any complaints or issues
- Ensure the health and safety of the members
- Develop social events
- Review and manage the membership structure of the Club
- Ensure the protection of the member's data
- Manage all internal communications, eg Jester, Digest, Facebook group

### Indicative communications schedule

- One annual event to outline the requirements and plans for the team
- Regular catch-ups throughout the year (perhaps quarterly) to track progress
- An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas.

## **2. Artistic Development Group**

### **Comprised**

Artistic Director  
Company stage manager  
Rehearsed readings coordinator  
Writers' group coordinator  
Membership development (training) officer

### **Summary**

Oversee the artistic programme and explore new creative opportunities.

### **Aims**

Inform, develop and implement strategy as developed by the Executive  
Set the artistic programme over a period of time (including main productions, rehearsed readings, developing writing groups, developing relationships with other artistic companies)  
Explore new ways of developing the Club's artistic vision  
Develop artistic and creative expertise among the members

### **Indicative communications schedule**

One annual event to outline the requirements and plans for the team  
Meet regularly (perhaps once each quarter) to set out how the vision would be achieved  
An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas

### **3. Business Development Group**

#### **Comprised**

Business Director  
Marketing manager  
Box office manager (TBC)  
Lettings/hire manager  
Premises manager (TBC)  
Front of house manager (TBC)  
Bar representative (TBC)

#### **Summary**

Oversee the business side of the club, providing a joined-up customer-centred approach to our marketing, exploring new ways of creating income and managing the building's use.

#### **Aims**

Inform, develop and implement strategy as developed by the Executive  
Develop and manage the Kelvin Players 'brand'  
Explore ways of increasing Club income  
Manage all external communications, including the Club's website  
Develop a strategy for the building's continued development and use  
Maintenance of the premises

#### **Indicative communications schedule**

One annual event to outline the requirements and plans for the team  
Meet regularly (perhaps once each quarter) to set out how the vision would be achieved  
An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas

## **4. Financial Management Group**

### **Comprised**

Treasurer

Hall treasurer

(Possibly also Bar, Front of House, Premises, Box Office)

### **Summary**

Manage the strategic and day-to-day financial aspects of the club

### **Aims**

Deal with all and any day-to-day financial accounts of the Club

Manage the financial business of the Club, including applying for performing rights' licences, annual accounts, ticket prices

Bar and front of house accounts

Insurances

Housekeeping/cleaning

### **Indicative communications schedule**

One annual event to outline the requirements and plans for the team

Meet regularly (perhaps once each quarter) to set out how the vision would be achieved

An online or digital group (WhatsApp, Teams etc) where the group is able to continue discussions and share ideas

## Notes

\*Elected officers – all elected at the AGM:

Chair, Artistic Director, Treasurer, Business Development Director\*\*, Secretary (5 roles)

Other officers – all elected usually at the AGM but not enshrined in the Club rules as officers of the club:

Membership secretary

Membership representative

Inclusivity representative (new for September 2021)

Social secretary

Little Theatre Guild representative

Jester editor

Digest editor

Company stage manager

Rehearsed readings coordinator

Writers' group coordinator

Membership development officer

Marketing manager

Box office manager

Lettings/hire manager

Premises manager

Front of house manager

Bar representative

Hall treasurer

Librarian & Archivist

Props Co-ordinator

Wardrobe Co-ordinator

[\* There is a suggestion that a Health & Safety Officer and an Environment Officer might be included in this list - Ed.]

\*\* Business Development Director – new elected officer role to investigate financial and artistic opportunities to develop the Club – e.g. grants, funds, building usage, commercial opportunities etc

Each of the management groups will have an annual budget (authority to spend) set by the Management Committee.

The Management Groups will meet as required, and be flexible about how and when they meet using online platforms.

Each group will choose whether to hold virtual or face-to-face meetings, and use other communications (email, messages etc) throughout. Decisions can be made at any time, not just at the formal meeting. The idea is to reduce commitment and formal meetings, and to make the Club a more flexible, responsive environment.

Each group will provide to the Management Committee a regular financial account and summary of actions.

# The Rule Changes

## **Amendment of Rule 4: Officers**

The elected officers of the Society shall be: a Chairman; a Secretary; a Treasurer; a Business Director, an Artistic Director, and other key roles as necessary

## **Amendment of Rule 5: Management Committee**

### **Rule 5: Management Committee**

The affairs of the Society shall be arranged by a Management Committee composed of the elected officers, as set out in 4 above). The Management Committee shall have the power to co-opt.

At all meetings of the Management Committee, four shall form a quorum

*Insert new rule* Each of the Elected Officers of the Management Committee must be made aware that, upon appointment, they are, by default, a Trustee of the Club and therefore commit to sustaining the charitable aims as outlined in rule 2a

*Insert new rule:* Each of the Elected Officers (not Secretary) will Chair a Management Group – Membership Development, Artistic Development, Business Development, and Financial Management.

*Insert new rule* The Management Committee will facilitate the formation of an Executive Group comprised of Elected Officers, President and Vice-Presidents, Honorary Members, and other co-opted members as relevant

### **Rule 6: Sub-Committees**

Remove rule 6b – not necessary

**Executive Group**  
Chair  
Secretary  
Treasurer  
Artistic Director  
Business Director  
President  
Vice President  
Honorary Life Members



**Management Committee**  
Chair  
Secretary  
Treasurer  
Artistic Director  
Business Director

**Membership Group**  
Chair  
Membership secretary  
Membership representative  
Inclusivity representative  
Social secretary  
Little Theatre Guild rep representative  
Jester editor  
Digest editor

**Artistic Development Group**  
Artistic Director  
Company stage manager  
Rehearsed readings coordinator  
Writers group coordinator  
Membership development officer

**Business Development Group**  
Business Director  
Marketing manager  
Box office manager TBC  
Lettings/hire manager  
Premises manager TBC  
Front of house manager TBC  
Bar representative TBC

**Financial Management Group**  
Treasurer  
Hall treasurer

## **Proposed Timeline (from September 2021**

**(assuming proposal is accepted by the members at the AGM)**

<b>DATE</b>	<b>ACTION</b>
September 2021	AGM Management Committee formed Management Groups formed Routine communications (including any meetings) commence
Early October 2021	Executive Group convened to hold initial vision & strategy meeting (3 year plan)
Mid October 2021	3 year plan published to members
End October/early November	Elected Officers and Club Officers meet to agree actions in light of 3 year plan
Mid November	Budgets for each of the Management Groups agreed
March 2022	Executive Group meet to review progress
July 2022	Executive Group meet to review progress and set out next steps in readiness for September 2022 AGM
September 2022	AGM



## During the bar refurbishment preparation....

In preparation for the refurb, a few of us were clearing out the bar on Monday night and on taking down the bar shelf (on the corridor side), we found a message from 1995 written on the underside.

I took a couple of pictures and thought members might be interested. 📷

We assume that was Richard Jones and David Langford's handiwork from what must have been a chilly Winter twenty six years ago...

**Steve Graham.**

