



CUADC Committee Meeting Agenda Sunday 15th March 2026 at 14:30 | ADC Bar

1. Attendance

Expected Officers:

Scarlett Clegg, *President*
 Josh Pritchard, *Vice-President*
 Dhyan Ruparel, *Secretary*
 Finley Robertson, *Junior Treasurer*
 Clotilde Dumont, *Technical Director*

Expected Members:

Ellie Russell, Lochie Mackie, Joseph Henderson,
 Scarlett Parker, Edward Campbell, Sophia
 O'Callaghan, Caelyn Boey, Talia Davis, Thomas
 Gladstone, Kristy Poon

Absent with apologies: Jenna Braban, Bella Phillips, Chester Chen

2. Minutes and Matters Arising

- *Into the Woods* Get In reminder
- Equalities Sub-Committee follow-up

3. Show Reports

Show	Report	Committee Actions
Feedback Form: <i>Little Women</i> DR	Not a lot of responses, mostly positive. Other discussions not minuted. (Get-in went very well, praise for committee input.)	
<i>Into the Woods</i> (ADC Main L8/9) SC	Sales - We have sold over 1000 tickets, which is a bit slow, but we've put in a lot of effort on flyering and posting content on our social media as intensively as possible, so we are hoping the ticket sales will increase rapidly, as we've also just done outreach to neighbouring towns. Production - No major welfare updates or team changes, we are finalising the programme to print it	

	<p>ASAP. Our dress rehearsal could potentially be filmed by our film crew, which might not be finished in time to post, so we are trying to get some more videos up and ready from the footage that's already been filmed.</p> <p>Acting - No welfare concerns, run-throughs and rehearsals are going well.</p> <p>Technical - Currently organising call times for the team, and generally, all the other tech has been going smoothly.</p>	
<p><i>Medea</i> (ADC Main E1) CB</p>	<p>Sales - Have secured first MedeaX speaker Thursday post-show talk, will be advertising speakers asap. More posters to go up next week.</p> <p>Production - Scripts have gone to print. Headshots and programme blurbs to be collected at run-through next week. Assistant producers being interviewed.</p> <p>Acting - Rehearsals were wonderful this week, and will pick up next week before everyone heads off for vacation, including a second run through.</p> <p>Technical - Section 2 initial meeting done, looking to sign off on Monday and order materials for Wednesday starting in the workshop.</p>	
<p><i>Scenes from the Climate Era</i> (ADC Main E2) SC</p>	<p>Sales - NA – sales not yet open</p> <p>Production - Website created (https://scenes-climate-era.com/). 5 applications for director – some excellent. Will be considering an experienced director, and an AD with exciting ideas! Writer and main team packs published on Facebook. Contract signed with management. Interval under negotiation, pending core team onboarding and creative discussion. Audition pack being created, will release 15 Sunday evening.</p> <p>Acting - NA – not yet advertised.</p> <p>Technical - Will need to re-open for TD. Otherwise NA – waiting on team.</p>	
<p><i>Crossing Points</i> (Corpus Main E2) TG</p>	<p>Sales - not open.</p> <p>Production - not opened yet. Will have to open. Will ask him to open immediately for Producer/Director.</p> <p>Acting - auditions will take place soon.</p>	

	Technical - very minimal, no issues.	
<i>The House at Pooh Corner</i> (ADC Main E7) DR	<p>Sales - not open.</p> <p>Production - every role now open. Initial production meeting with management has taken place.</p> <p>Acting - 20 sign-ups so far with self-tapes open already too.</p> <p>Technical - technical applications open.</p>	
<i>Obsessive, Compulsive, Divine</i> (Ed Fringe) JP	<p>Sales - Sales for the Easter season are not yet live (AFAIK), same for the Edinburgh run. The photoshoot for the poster has been scheduled for this week so there will be a publicity push w/ posters/flyers ordered and registering to Fringe after the fact.</p> <p>Production - We have a full team for the Fringe run, will potentially need to recruit a few people for the Corpus run, everyone is doing well. Our welfare officer was involved in a week 7 show so will start up with welfare initiatives this week.</p> <p>Acting - Rehearsals have taken place this week and gone well, further rehearsals are scheduled for this week. Conversations ongoing about a potential rehearsal period between Cambridge run and Fringe.</p> <p>Technical - No changes from last week really! In conversation with Stanley Alice about PRS matters</p>	
<i>Giving Out</i> (Camden Fringe) JP	<p>Rehearsals and call-backs held Actors cast and notified Rejections sent out</p> <p>JP has had a meeting to help them with fringe registration.</p>	
<i>An Evening of Vanbrugh</i> (E8) LM	<p>Sales - Show is now on sale; announced with the rest of CUADC season.</p> <p>Production - None. Application pack for directors, actors, designers and writers will go live next week along, alongside promotion on the CUADC Instagram and Camdram.</p>	

4. End of Term Quiz

- A good level of responses - will ask ITW to send out more.

- Preparations - all committee members are welcome to come, the budget has been sorted. JP and SC to present, all others can help in making rounds if they are not in Cambridge (message SC)
- Encouragement to buy tickets

5. Newsletter/Branding

- Will re-start Actor's Newsletter and Production Newsletter
- Standardising system for newsletters
- Website conversation began between JH and KP

6. Fresher Play Discussion

- SC to send form to all committee members that allows them to suggest forms
- SC outlines fresher teams

7. AOB

- Michaelmas commitments - Week 6 shows will be Fresher shows; Actors Reps in Week 0 and 1.
- FR reminds committee about new reimbursement system and issues that may occur
- Next meeting on Saturday 2nd May; online meeting possible on 26th to discuss
- Committee social suggested for 2nd May

Meeting adjourned at: 15:27