

The Cotswold Playhouse is small theatre owned by The Cotswold Players, a volunteer-run registered charity. We have no employees and assistance given to visitors is on a voluntary basis and should be so recognised. Not all the areas mentioned below are necessarily included in all hires and please note that we do not provide any stage or FX technicians except by prior arrangement.

Access – Access to the theatre for set, etc is through the lounge area. The smallest door size on the access route is 1.05m wide by 1.95m high. Anything you want to bring in must fit through this!

Performance Space - The stage is 20' (6.1m) deep behind the House Tab line to a cyc bar with black or white drapes, with a further 3' (1m) in front of the tabs, the width is approximately 22' (6.7m) between soft black legs. The stage acting area is 3' 10" (1.2m) above the audience. Tab operation (manual) is stage left, access to stage right is behind the cyc. (All measurements are approximate.) A diagram with measurements is available as Appendix A.

Dressing/Warm-Up Room - The large Green Room (one level below stage – access stage left) doubles as a communal dressing room. Two smaller dressing rooms are available if needed. Above the Green Room at stage level is a Props store, which on occasions may be used for quick changes.

Auditorium - The audience is seated on a tiered base giving a totally unobstructed view of the stage. The seating is fixed and numbered by row and seat with a central aisle, eight seats on the left and six on the right, giving seating for a total of 152. Four seats in the front right-hand side are removable to accommodate two wheelchairs. Two house seats are reserved so 150 may be sold.

Seat Booking - Please note there is no booking office at the Theatre other than when it is opened to the public generally half an hour or so before the performance. The theatre telephone number is solely an answering system which forwards messages to the Theatre Manager. We sell tickets online and by phone via TicketSource.

If a hirer wishes to undertake their own ticket sales, then numbered tickets for specific seats must be used.

Lounge - Provides a licensed bar together with coffee and ice cream sales.

Studio – The studio on the first floor is roughly 12m by 6m, has a sprung, wooden dance floor and a mirror wall with barre which can all be covered by a curtain to reduce reverberation. It is available for dance classes, workshops, etc only for regular hires.

Office/Meeting Room – Also on the first floor, this room has space for meetings or small rehearsals.

For H&S reasons, CP will always provide a Front of House Manager who will remain in charge of ALL FoH staff. We will provide Front of House services (e.g. collecting tickets, selling programmes and acting as ushers.) In case of emergency our FoH staff are responsible for the evacuation of the audience and theatre. As we have no permanent staff, hirers are responsible for all aspects of H&S and for the security of the theatre during their period of hire other than during a public performance when that responsibility is passed to our FoH Manager. Normally there will be no one else present at the theatre except for the performance.

TECHNICAL

Communications

A TecPro system links the lighting room, sound room, SL and SR. Headsets and radios (PMR466) are also available PROVIDING we have prior notice.

A CCTV view of the stage is also available at the SM position (SL) and in the green room. This is switched on and off from the props room.

Smoke machines, etc.

If your performance involves the use of smoke, then prior notice is required. Smoke (or similar) in the stage area WILL activate the fire alarm system unless the proper settings are made, resulting in the evacuation of the building and the attendance of the Fire Brigade. Hirers will be charged any resulting costs. You will need to provide your own smoke/haze machine.

Sound

Sources: We have facilities to play audio CDs, mp3 USB sources, Bluetooth sources and SD cards (mp3). Alternatively, bring your own sound source.

For normal hire purposes, we will provide 2 speakers on the proscenium arch along with amplifiers to drive them.

Note that the lighting and sound rooms are separate but, given that few visiting companies have two technicians, we normally provide the player and a small mixer in the lighting room.

Note that we do not normally hire out our radio microphones, X32 mixer and associated software. (Our auditorium is quite intimate, and acoustics are good so mics are normally only required for large scale musicals.)

A monitoring microphone over the stage relays the on-stage sounds to the Bar, Lighting, Sound and Green rooms and to a loop system for the hard of hearing.

Lighting

Mains supply is 6 x 32A Commando sockets supplying all stage lighting.
Hirers lighting technicians must be experienced 'competent persons'.

Lighting desk

ETC Ion XE 20

If you are unfamiliar with the desk, you are advised to look at the manual on the ETC website. A manual and quick reference guide is available in the lighting room.

Do not move the desk from the lighting room.

Do not adjust the patching or DMX addressing of existing fixtures.

Page 1 Submaster are pre-loaded to give general stage coverage and certain effects. If you wish to program your own submaster, please use other pages.

If you wish to bring your own desk, please let us know in advance.

Standard LED Fixtures

- 6 x ETC Coloursource Spot with 36 degree lens (located on FOH gantry)
- 6 x ETC Coloursource PAR (located FoH)
- 6 x Robe Parfect 100 (located FOH and on LX 2 and LX 3)
- 6 x Robe LED 300 Wash moving head (located on LX 1 and LX 2)
- 2 x Robe DLS moving head (located on FOH gantry)
- 4 x Chauvet Ovation F-915FC Fresnel (located on LX 1 and LX2)
- 3 x Chauvet Ovation LED Cyc Battens (located on LX 3)

Note: The LED equipment is in a fixed location and must not be moved or removed, but fine adjustment of focus is permitted if necessary. They will fulfil most requirements in their current position. Additional generics can be rigged for any requirements not covered by the LED rig.

Appendix B shows all the LED rig along with their Ion patch numbers. Appendix C also shows DMX channel/universe information if you are bringing your own lighting desk.

Conventional lantern stock

Stock available includes:

- 8 x Prelude 16/30 profile 650w
- 1 x Prelude 28/40 profile 650w
- 4 x Prelude Fresnel 650w
- 6 x CCT Minuette Fresnel 650w
- 4 x Quartet PC 650w
- 6 x Patt 223 1K Fresnel
- 4 x Selecon Rama 1.2K Fresnel

Hirers are welcome to use any of these and may position them as required. Any gel that is currently in the lights may be used but we do not supply any other gel. If you have any special requirements, please supply your own gel. CTS in Nailsworth (01453 750350) supply gel if you need it on the day.

Power/Sockets/Dimmers

36 dimmers – 10A per channel. DMX channels 1 to 36 on universe 3

Left side of room - 24 dimmers and patch panels for lighting bars over the stage:

T = Tab bar (LX 1, just behind proc. arch). 11 circuits

M = mid stage bar. 12 circuits

C = cyc bar. 12 circuits

D = dips. Sockets at stage level - 12 circuits.

The socket numbering for bars starts at stage left.

Total power available on this phase = 60A

Right side of room - 12 dimmers and patch panels for FOH

Total power available on this phase = 60A

Appendices D & E show the layout of dimmer sockets.

There are DMX and powercon (non-dim) outlets on all bars (DMX universe 1) and at stage level (DMX universe 2). These are patched from 2 modified dimmer panels (which aren't dimmers!) in the lighting room

Access

There is a gantry for access to the main FOH bar, and LX1.

A Zarges ladder is available for access to the over stage bars and a 'triangle' ladder for access to the auditorium bars. For H&S reasons, the 'cherry picker' may only be used by our own qualified technicians.

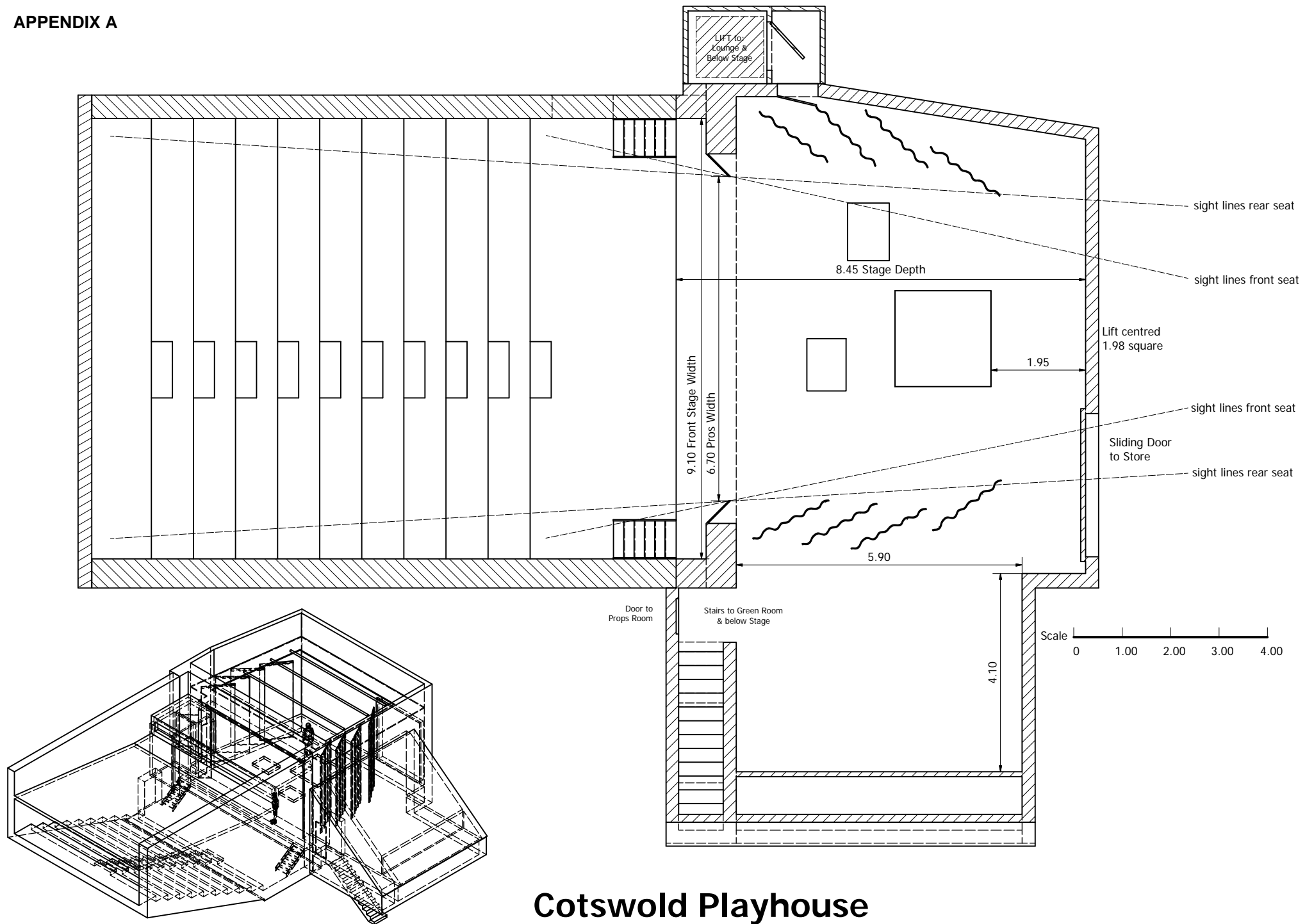
Contact:

Dr Steve Goodwin

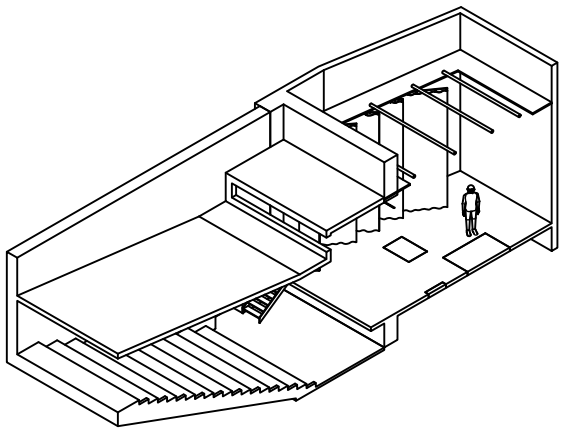
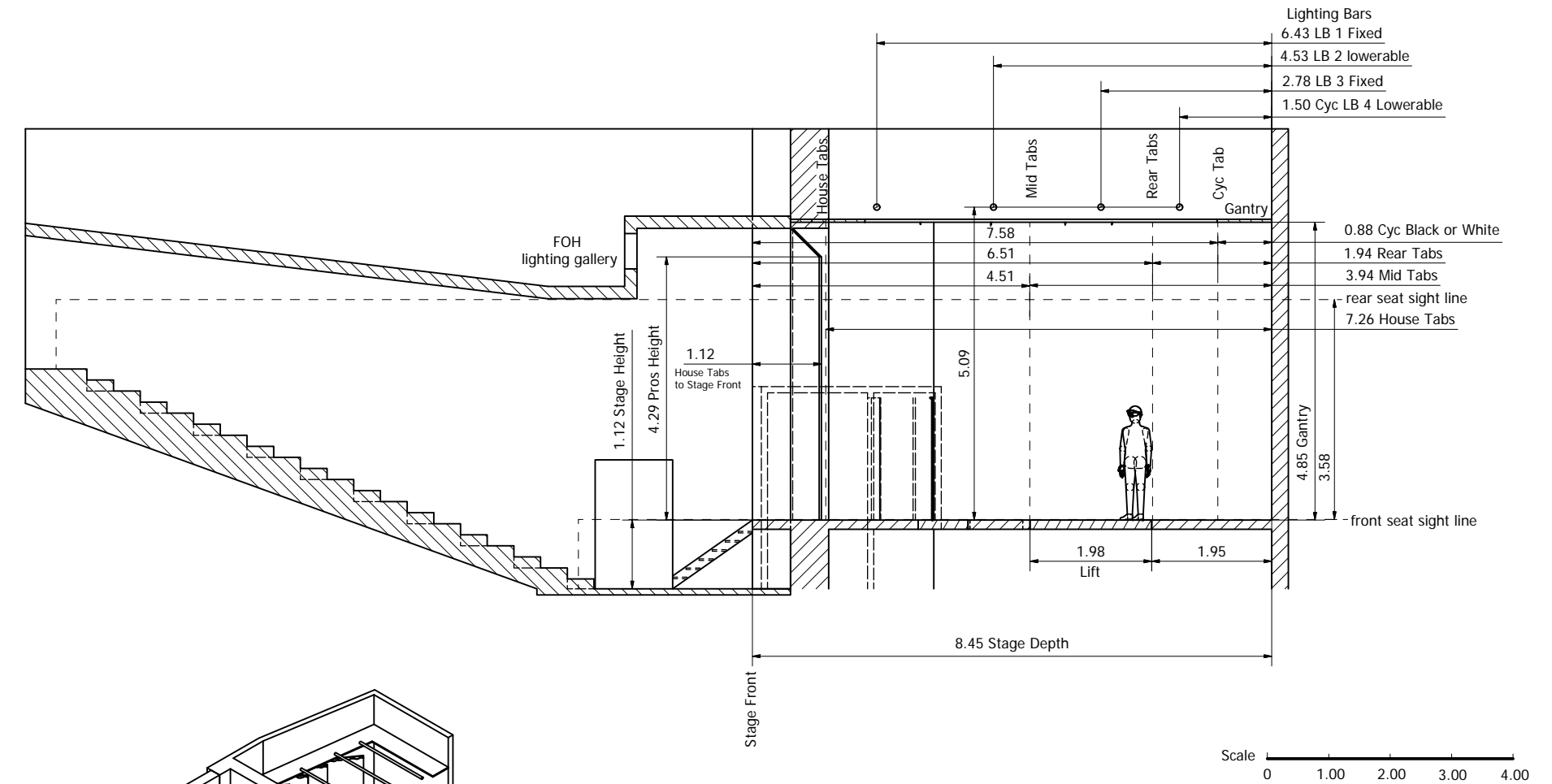
01453 873381 07831 671820

steve@cotswoldplayhouse.co.uk

APPENDIX A

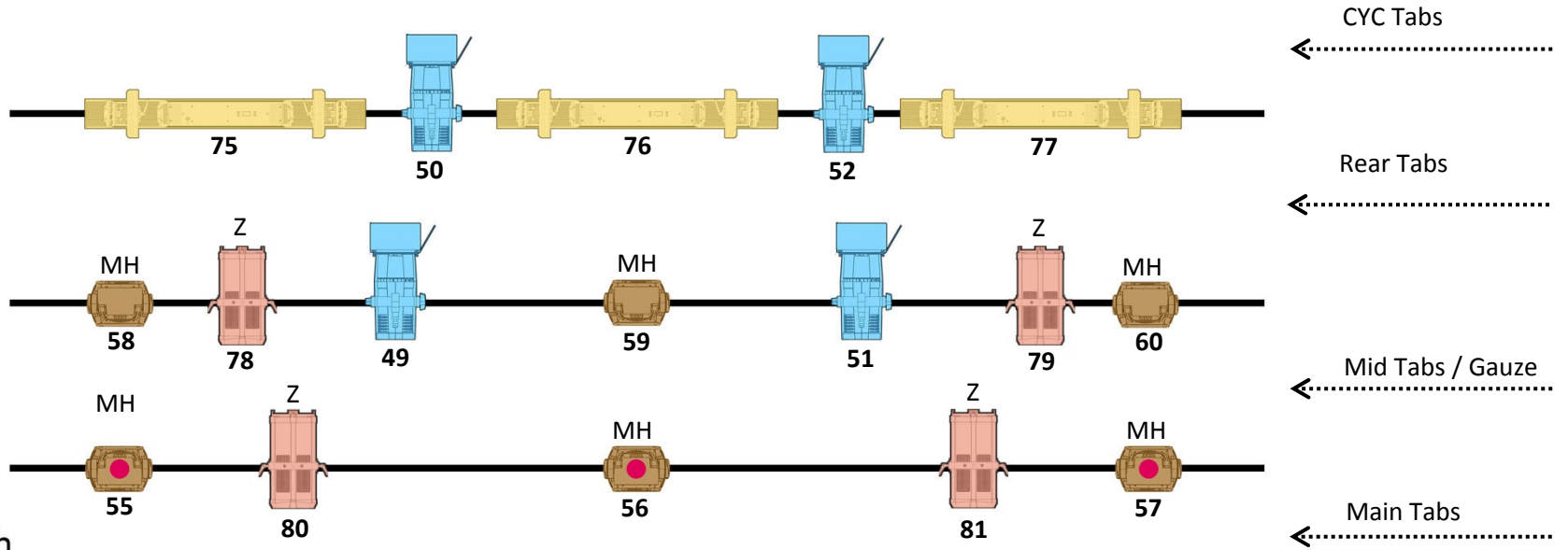


Cotswold Playhouse



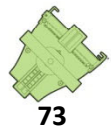
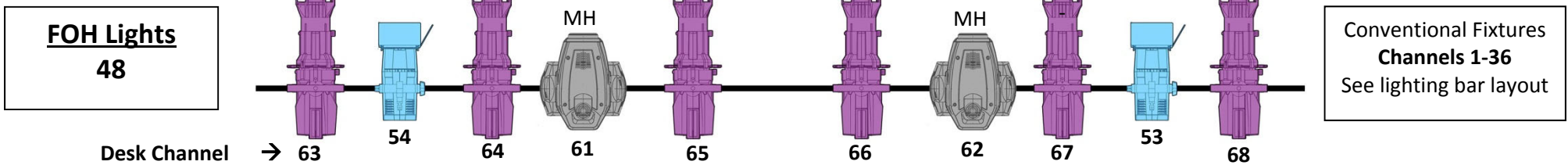
Cotswold Playhouse

Appendix B - Cotswold Playhouse LED fixture Layout

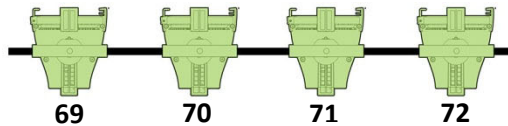


Stage / Pros Arch

Auditorium



Robe DLS, 300 & 300+ are moving head fixtures (MH). Ovation F-915FC has zoom (Z).

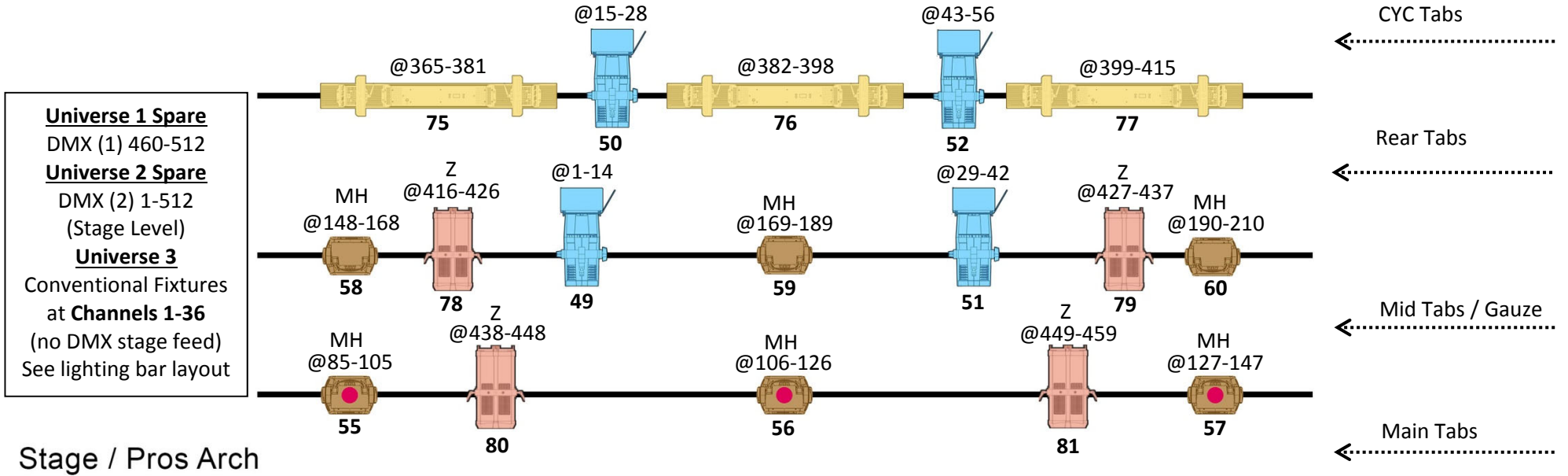


Do NOT Remove Fixtures



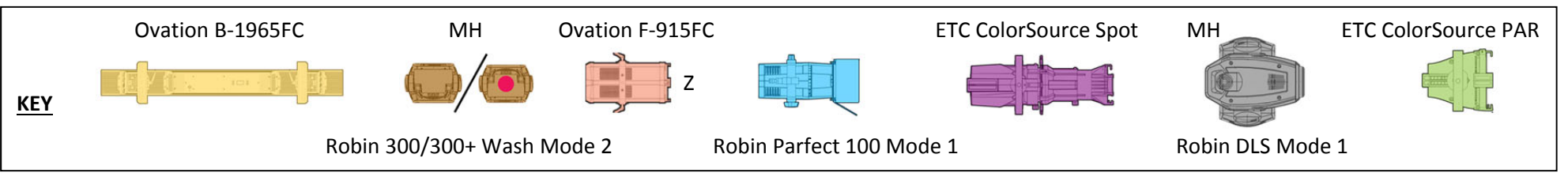
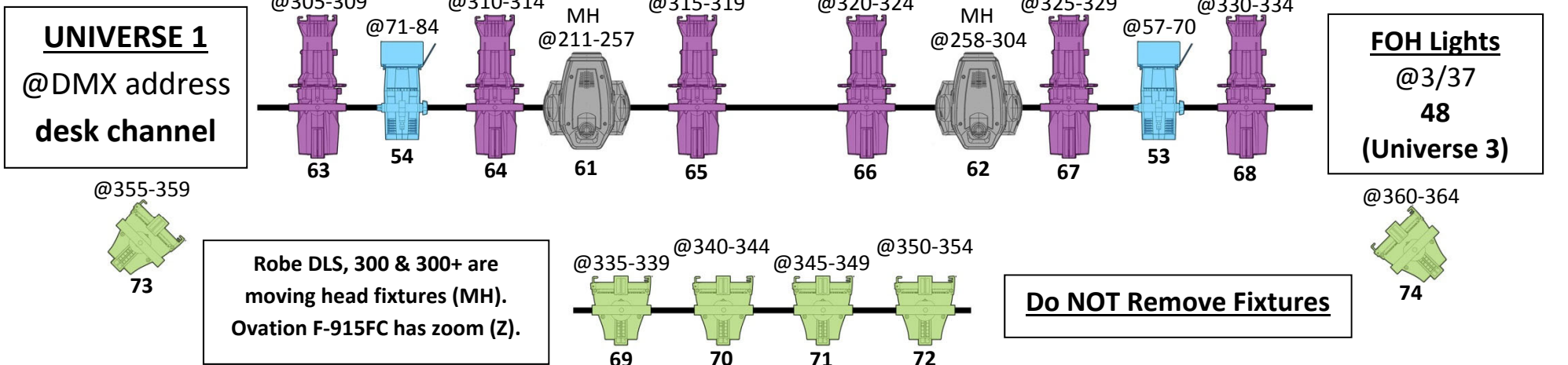
KEY	Ovation B-1965FC	MH	Ovation F-915FC	ETC ColorSource Spot	MH	ETC ColorSource PAR
		Robin 300/300+ Wash Mode 2	Robin Perfect 100 Mode 1		Robin DLS Mode 1	

Appendix C - Cotswold Playhouse LED fixture layout



Stage / Pros Arch

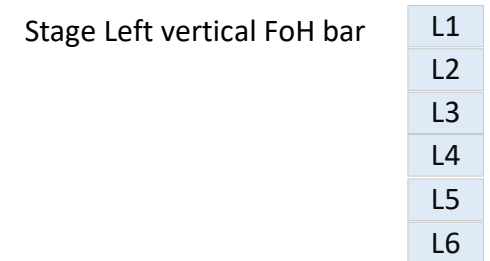
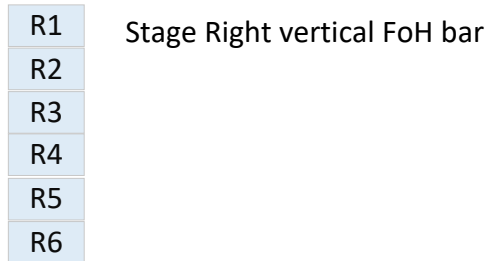
Auditorium



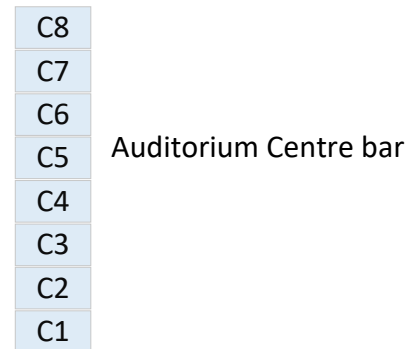
Appendix D - Cotswold Playhouse Lighting – FoH

This diagram shows dimmer patch circuits. PowerCon and DMX are available on lighting bridge and by centre bars
NOT to scale

FoH Bar



Auditorium Centre Cross bar



Appendix E - Cotswold Playhouse Lighting – Stage

This diagram shows dimmer patch circuits. PowerCon and DMX are available at each bar
NOT to scale

D1 to D12 are dips. D7 to D10 are under stage and the rest are on the wall.

