

Church Stretton and South Shropshire Arts Festival
Charity number 511905
Minutes of the Annual General Meeting held on
29 November 2023 at 7.30pm at the
Parish Centre, Church Street, Church Stretton

[Draft until approved at 2024 AGM]

[Non-trustee names redacted]

Present

Trustees of the charity: Andrew Hall (Chair), Sue Mitchell (Secretary), Adam Matthews, Rosamund Seal, Kath Stephenson, Claire Tocknell

Members: 11 members

Apologies for absence were received from

Trustees: Shanthi Flynn, Andrew Robinson

Members: 10 members

1. Minutes of the Annual General Meeting held on 29 November 2022

The minutes of the 2022 Annual General Meeting had been circulated and were **approved** as a correct record.

2. Report of the Festival Committee 2022–23

The Chair reported that a draft of the formal annual report and accounts had been written to submit to the Charity Commission. However, until the accounts were final after independent examination, figures reported at this meeting were provisional.

The Chair expressed huge thanks on behalf of the Committee to all those who had supported the Festival and the charity over the past year – members, attendees, sponsors, volunteers, the Committee. Particular thanks were due to Joan Arnfield and Sandra Whitlock for their work on the Committee – both trustees had stood down in August.

The main points from the past year both as regards the Festival and the charity were -

- The Festival had comprised the Art Exhibition, free concerts and 15 ticketed events.
- The Exhibition had had over 1100 visitors who viewed over 900 entries, with sell out workshops and very well-attended demonstrations and excellent sales;
- Over half the ticketed performances had sold out or were almost at capacity. Attendance at the free concerts had been very good. Audience numbers at the Silvester Horne Institute (SHI) had had to be capped at lower levels due to a late decision by Church Stretton Town Council on capacity of the venue. This had had a financial impact and people had had to be turned away;
- The Committee had strengthened its working relationship with St Lawrence's Primary School, which was the long-term home for the Exhibition, pupils' artwork had been included in the Exhibition, a colouring competition had attracted 30 entries and the charity had supported "Arts Award Discover" for all Year 2 pupils;
- The charity had updated much of its documentation and had agreed new policies.

In the absence of the Treasurer, the Chair presented the main financial points including provisional figures. The charity was in a stable financial position. The 2023 operating surplus had been just over £4,000. The Committee had invested in better storage facilities and improved the art display boards at a cost of over £3,000. Taking this into

account, the operating surplus was £660. Total income had been £67,000 and total expenditure £63,000. There had been no grant income. The level of sponsorship income had been excellent – thanks were recorded to the sponsors, both local businesses and individuals. Reserves were of the order of £40,000 thus meeting the target level under the newly agreed reserves policy. Ticket sales income, and thus the surplus, would have been larger had the Festival been able to sell more tickets for evening events at the SHI. The average ticket price in 2023 had been lower than 2022 by about £1.00 – a very clear decision to meet the charitable remit as regards accessing the arts in the Strettons.

There were no questions or points raised on the Committee's report.

3. Appointment of Honorary Officers

The meeting was invited to appoint the following nominees as Honorary Officers, noting that all would be trustees of the charity: Chair – Andrew Hall; Secretary – Sue Mitchell; Treasurer – Andrew Robinson. There being no other nominations, and having been proposed and seconded in each case, the nominations were **approved**.

4. Re-appointment of other trustees

It was proposed that Shanthi Flynn, Adam Matthews, Rosamund Seal, Kath Stephenson and Claire Tocknell be re-appointed as trustees. There being no other nominations and having been proposed and seconded, the nominations were **approved**. The meeting was informed that as a result, the Committee for 2023-24 would be:

Trustees

- Shanthi Flynn – lead for volunteers
- Adam Matthews – lead for ticketing
- Rosamund Seal – lead for drama and spoken word and for accommodation for performers
- Kath Stephenson – joint lead for the Exhibition and lead for sponsorship
- Claire Tocknell – lead for classical music
- Sue Mitchell – Secretary and joint lead for the Exhibition
- Andrew Robinson - Treasurer
- Andrew Hall – Chair and lead for governance and co-ordination

5. 2024 Festival

The dates of the Festival in 2024 would be 27 July -10 August and highlights of the programme were announced. The programme would be published on the Festival website in early 2024.

There were key roles to fill as regards venues and evening refreshments and expressions of interest were invited.

In response to a question, the Committee had been advised of the seating capacity of the Silvester Horne Institute for 2024 which should see the use of the balcony restored and slightly higher seating limits than had applied in summer in 2023.

There being no further business, the meeting concluded at 7.49pm