

## RIVERSIDE ARTS CENTRE ANNUAL GENERAL MEETING

FRIDAY JULY 5<sup>TH</sup> 2019 AT 8.00PM

### Present

Eric Champion	Honorary Chairman
Lydia Fowles	Honorary Treasurer
Carole Dow	Honorary Secretary
Peter Norgate	Technical Director
Christine Norgate	Editor of The Centre
James Ford Bannister	Bookings Secretary
Carmen Souchet	Membership Secretary
Peter Smith	Bar Chairman/RYT
Heather Hurrell	SSAA
Pat Petch	SSAA Chairman
David Hight	Manor Players
Howard Thame	Shepperton Players
Richard Fordyce	Shepperton Players
Keith ap Owen	Sunbury Yoga Society
Kevin Welling	Riverside Youth Theatre
Freda Anderson	Book Circle
Catherine Black	RAC member
David Young	Manor Players
Gill Finlay	Piano Group
Saara-Sofia Paakko	Manor Players
Mary Wallis	Flower Club

### APOLOGIES

Moira Edwards, Jeremy Edwards, Val Weyland, Val Alderson.  
Clare Amin, John Hart, Caroline Button, Olwen Holmes.

**The Chairman welcomed everyone to the meeting.**

## **1. MINUTES**

The minutes of 2018 were circulated, read and accepted as an accurate record of the meeting. The Chairman signed them.

## **2. MATTERS ARISING**

There were no Matters Arising.

## **3. DIRECTOR'S REPORT AND ACCOUNTS**

The Chairman directed everyone to the to the Annual Report. This is set out in the format required by the Charities Commission and Companies House. The Governing Document is available for perusal on request

The Chairman was pleased to report on page 4 that there had been no serious incidents during what had been a very busy year.

On page 5, under Achievements and Performance, attention was drawn to the completion of the new stage lighting installation. The volunteers who had worked so hard with the professionals were thanked. John Hart's lead in this major project was greatly appreciated.

Further installation work has been completed to improve the signal strength and range of the Wi Fi service in the building. A new projector has been installed in the Studio which will provide improved facilities for presentations.

The Chairman noted that the guarantee provided to SSAA to cover any losses from the 2018 festival was not needed. No losses were incurred, and the Festival ended with a small profit.

The Centre continues to be heavily used by the local community. It is estimated that over 8,000 local residents are involved with, or benefit from, the organisation.

James Ford Bannister, the Bookings Secretary, was thanked for his work in managing the complicated task of bookings so efficiently and for providing statistics.

On page 6 the Chairman drew attention to the paragraph on 'Plans for Future Periods', particularly the paragraph on renewal of the lease. At the time of the meeting nothing further had been heard following two meetings with the Assets Manager and the Properties Manager from Spelthorne Borough Council. Nothing certain has been confirmed at this time.

There are several costly projects which will need to be considered, subject to a satisfactory agreement with the Council. These include updating the existing heating boilers and a new slate roof on 57 Thames Street.

David Young asked how soon these improvements would need to be made. Eric thought within a year.

Catherine Black asked about improved insulation in the building and David Owen commented on the basic heating in the Craft Centre which is also being considered for upgrading. In spite of this he wanted to express appreciation for the facilities available to the Yoga Society.

## **5. TREASURER'S REPORT AND ADOPTION OF ACCOUNTS FOR YEAR ENDING 31.03.19**

The detailed financial review was presented on page 7 of the Annual report.

Total income for the year 2018/19 was £57,478.00 and expenditure was £48,954

It was noted that in order to keep the buildings in good order a minimum of £50,000 was required.

The Chairman thanked Lydia for carrying out what is a very arduous task. The meeting gave a round of applause.

The adoption of accounts was carried unanimously.

## **6. CHAIRMAN'S REPORT**

For his last report as Hon Chairman, Eric looked back over his time in this post. He realised, with some amazement that this has been for 21 years. He took over from his wife Pat in 1998 when the first lease was to be renegotiated. This was successful and a new 21 year lease was granted in 1999

The Centre was becoming very busy and could not accommodate all the activities that wanted to use it. By chance, the bank next door came up for sale, and following a Special General Meeting, RAC members voted to buy it! A sub committee was formed under the Chairmanship of Catherine Black. Three years of hard fundraising followed and finally, with help from Spelthorne Borough Council, Riverside Arts Centre purchased the Bank. Much work and funding was needed to turn this building into a workable Studio.

In 2007 The Studio was officially opened. To get to this point had taken 6,000 hours of volunteer labour and £150,000 for materials and sub-contract work.

In the following years RAC expanded, adding a Dance Academy, Pilates, Art workshops, Intimate Theatre, a Comedy Club. More space was available for meetings and social functions.

Work to improve the whole Centre continued over the following years bringing it up to date with more efficient boilers and led lights in the Main hall, making major energy savings.

Improvements were also made in the yard and outbuildings giving even more facilities for artists and potters.

The latest improvements in stage lighting has meant even greater energy savings as well as bringing the stage up to a high standard.

Looking ahead, there is much still to be done, including new boilers in the main building, improved heating in the Craft Centre, a new pitch roof over the Bank and replacement carpeting throughout.

Eric then thanked the committee members. There have been many changes over the years, and he appreciated the tremendous support he has been given throughout.

He thanked the present Trustees, Carole Dow, Secretary, Lydia Fowles, Treasurer, Peter Norgate, Technical Director and Moira Edwards, Arts Director. He expressed appreciation to the officers on the Committee, James Ford Bannister, Bookings, Christine Norgate, Editor of The Centre, Carmen Souchet, Membership Secretary, Peter Smith Bar Chairman and his committee and volunteers.

Finally, Eric paid tribute to his wife, Pat, who had encouraged and supported him throughout the last 21 years.

## **7. TECHNICAL DIRECTOR'S REPORT**

Peter Norgate stated that the previous reports had covered the technical developments that had taken place at the Arts Centre during the past year. He mentioned the ongoing discussions on the new lease and confirmed that there is still much to be sorted over the next weeks. He confirmed that he would be standing down as Technical Director but would still be actively involved with future developments at the Arts Centre.

## **8. SSAA CHAIRMAN'S REPORT**

Pat Petch was elected as Chairman of the SSAA at their AGM in June following Moira Edwards standing down.

The 2018 Festival was again very successful. The guarantee against from RAC against any losses that might have been incurred was not needed.

The committee has now divided, with half concentrating on the Coffee Concerts and half to work on the Festival

There have been several very successful Coffee Concerts his year. They do not always cover costs, but efforts are being made to widen publicity with Facebook. Audiences have improved as a result. Heather Hurrell is organising the forthcoming concerts with the possibility of a Christmas concert.

The SSAA Festival under the chairmanship of Val Weyland begins this coming Sunday. There is a very full and varied programme. The Festival aims to support local performers and RAC users. It has been widely publicised and Pat thanked Monica Chard, editor of Sunbury Matters for her support and free advertising in the magazine.

## **9. ELECTION OF TRUSTEES**

In accordance with the Memorandum of Association, Mr E. Champion, Hon Chairman, Mr P. Norgate, Hon Technical Director and Mrs M. Edwards, Hon Arts Director retire.

The Trustees proposed that James Ford Bannister be elected as Hon Chairman. James was willing to stand and was proposed by Peter Smith, seconded by Carole Dow and carried unanimously.

Eric Champion is willing to stand as Technical director. His nomination and was proposed by James Ford Bannister, seconded by David Young, and carried unanimously.

Eric thanked Peter for his commitment to RAC and his unstinting support for Eric throughout this time, particularly in recent months.

Pat Petch, the new SSAA Chairman has agreed to stand as Arts Director and this was carried unanimously.

Heather Hurrell thanked Moira for her many years as Chairman of the SSAA and her dedication and commitment to the organisation.

## **10. PRESENTATION OF THE BASIL MILES AWARD**

The Chairman proposed that this year the award should be presented to Moira Edwards in recognition of her years as Chairman of the SSAA and Arts Director on the RAC committee, during which time she has organised countless popular coffee concerts, Words and Music evenings, Burns's Night celebrations and Arts Festivals. As Moira could not be at this meeting it was agreed that it should be presented at the final event of the Festival, which is appropriately a piano recital. This proposal met with total approval.

## **11. APPOINTMENT OF HONORARY INDEPENDENT EXAMINER**

Jeremy Edwards has agreed to continue as Independent Examiner for the coming year.

His appointment was carried unanimously.

## **12. AOB**

David Young (Manor Players) wanted to mention the gradual merger of Manor Players and Shepperton Players. It is felt that by using the name 'Riverside' The Arts Centre would be more widely promoted. There was a proposal to open the Studio on Regatta Day (10<sup>th</sup> August sell coffee and cakes to passers-by and possibly have tours of the main building to increase awareness of local people of the existence of the Arts Centre.

David ap Owen (Yoga Society) asked if each group using the Arts Centre had its own Insurance. It was explained that affiliated groups are covered by RAC's public liability cover. Non affiliated groups must send a copy of their own public liability cover when they book the premises.

Carmen Souchet, Membership Secretary, gave notice that, because of long standing health problems, she was standing down. She has been in this post for several years now and has kept the committee up to date with membership numbers and subscriptions. Eric explained that this is a committee appointment which will be discussed at the next committee meeting.

A vote of thanks was proposed by the Committee and was warmly agreed by the meeting.

Before the meeting closed, a sincere Vote of Thanks was made to Eric by Peter Norgate which was applauded by the meeting.

There being no further business, the meeting closed at 9.15

Those present then adjourned to the Bar to toast Eric