

RIVERSIDE ARTS CENTRE MANAGEMENT COMMITTEE MEETING

HELD ON WEDNESDAY 23rd MAY 2018

PRESENT	Eric Champion	Hon Chairman
	Carole Dow	Hon secretary
	Lydia Fowles	Hon Treasurer
	Clare Amin	RYT
	James Ford Bannister	Bookings Secretary
	Joyce Langmead	Poetry group
	Moira Edwards	SSAA
	Christine Norgate	The Centre
	Peter Norgate	Technical Director

APOLOGIES Carmen Souchet, Val Weyland

****Please note, the pound sign seems to have been stolen from my computer and has been replaced by #. I've searched everywhere, but it hasn't come to light!**

1. MINUTES The minutes of the last meeting were approved and signed by the Chairman.

2. MATTERS ARISING

2.1 The situation with Santander is ongoing, with help from Ziz Coltart. The Account address is now RAC and not Ziz's home address. This change has been registered with Santander. A new cheque book should arrive shortly. Lydia will be added as a new signatory as soon as possible. Ziz's name can be removed at the AGM.

2.5 Updating the conditions for hire is ongoing.

3.1 Eric has received details of a new system for Performing Rights. The new forms are proving to be very complicated to complete.

6.1 Plans for repairing the damaged wall are ongoing

6.1 the new dimmers have been installed but not yet commissioned. This will be done during the coming weekend.

9.2 Val Weyland, the new SSAA festival Director has now met Eric and plans for the Festival have been discussed.

3. CORRESPONDENCE

3.1 Eric has received information on the Spelthorne Plan. This looks at development within the Borough for the next 15 years. Details can be found at www.spelthorne.gov.uk/localplan

3.2 British Gas have sent a new contract for the gas supply to 59 Thames street. There will be a 20% reduction. A new contract for 57 Thames St. is imminent and Peter Norgate will be dealing with this.

3.3 Spelthorne is considering re introducing a commercial waste collection. Eric has returned the survey form saying this would be welcome as long as the cost and reliability is better than the present supplier.

3.4 Codair have sent details of the 2019 local map. It was agreed that we would again have an advertisement.

3.5 The rate demand for the coming year has been received. It states that there is a mandatory relief of 80% and a discretionary relief of 20%

Rates for the main building and bank would be #13,311.50* and #5,000 *for the Craft Centre.

A letter was received a week later for Spelthorne saying that there is to be a review of the discretionary rate relief. This will mean that the present 20% discretionary relief will cease in March 2019. This will mean that RAC will need to find an extra #3,000 + for the rates.

This is a very good reason to increase our publicity in the Borough.

3.6 John Hart has been named as Young Volunteer of the year for Spelthorne and Runnymede. Eric and James will attend the reception.

3.7 Surrey Community Arts have given a grant of #250.00 towards the lighting improvements at RAC.

4. TREASURER

Lydia presented reports for 2 months.

4.1 the Opening Balance in the Current Account as at 30th April 2018 was #321, 596.36
Income for the month was #6,666.37, expenditure was #22,732.65. The Closing Balance was #5,530

The CCLA Deposit Account opening balance was #80,965.37 and the closing balance was #80,495.45.

The total RAC fund to 30th April 2019 #86,495.45

4.2 As at 22nd May the opening balance was #5,530.08. With expenditure of #332.47, the closing balance was #13,889.66 .

The opening and closing balance of the CCLA Deposit account was \$80,965.37.

The total RAC fund to 22.05.18 was #94,855.03.

5. BAR REPORT

5.1 James reported that the new Bar rota is working well. The bar is staffed until the end of July. Emma Heaton has also established a 'spares' list.

5.2 'Skittles' can now be purchased from the bar!

6. CHAIRMAN

6.1 The Chairman proposed a vote of thanks to those volunteers who worked so hard to install the new dimmers. They have done a really good job. So thanks were expressed to John Hart, Kevin Welling and Chris Ireland. John Hart Senior was contracted to do the electrical installation.

6.2 There will be a dramatic rise in our energy costs in the coming year. Electricity will increase by 20% and gas by 18%. At present RAC spends about #10,000.00 p.a this will now

rise by about #2,000.00. This together with a continuing rise in waste collection charges, mean that a rise in rents needs to be considered. Eric suggested a rise of 5% for Affiliated Groups, which is approximately #1 per booking. Commercial rents would increase to 10%. The new rates would come into practice in September 2018.

Moira requested a copy of the invoices sent to the ABRSM.

6.3 Peter Norgate raised the issue of passwords for logging in to pay invoices etc. It was felt that a list of such passwords should be available to more than one trustee. This will obviously need to be a very secure system.

7. MEMBERSHIP

Carmen had sent her report. Associate membership now stands at 76, and life membership is 34.

Payments received for associate membership is #245.00 and for Affiliated Groups it was #394.50.

8. BOOKINGS

8.1 James reported the usual lull in bookings for this time of year. Usage of the hall is down by 5%.

8.2 The raked seating has been used on fewer occasions this year at Eric's request.

9. SSAA

9.1 Moira circulated the programme for the forthcoming Festival running from Saturday July 14th to Sunday July 22nd. Copies of this will be circulated in The Centre and in Sunbury Matters. It is a full and varied programme with something for all tastes and interests.

9.2 The overall cost of the Festival will be #4,000.00 and to cover this 37% occupancy will be needed.

9.3 Moira requested some financial support from RAC. Eric suggested that, as last year, RAC would guarantee the Festival against loss. The Committee agreed.

9.4 This year's SSAA AGM will be on 15th June.

10. THE CENTRE

This edition was sent to the printers on 22nd May. Copies have been reduced by 100.

11. AGM

This will be held on Tuesday July 3rd at 8.00pm

12. AOB There being no AOB the meeting closed at 10.05pm

The next meeting will be the AGM.