

**WAVENEY & BLYTH ARTS ANNUAL GENERAL MEETING AGENDA**

**SATURDAY 5th DECEMBER 2020 TIME: 11.00-12.00**

**ZOOM INVITE IN EMAIL. PLEASE FORWARD YOUR ATTENDANCE OR APOLOGIES IN ADVANCE**

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| **NO** | **HEADING** | **RECOMMENDATIONS**  **FOR MEMBER CONSIDERATION**  **PLEASE USE GOOGLE FORMS . PLEASE CONTACT W&BA IF YOU CANNOT ACCESS GOOGLE FORMS** |
| 1 | **INTRODUCTION AND HOUSE KEEPING** |  |
| 2 | **PRESENT** |  |
| 3 | **APOLOGIES** |  |
| 4 | **MINUTES (ACCURACY**)  (*NOTE NEXT GENERATION TEAM- NGT REPLACED DEVELOPMENT TEAM)* | TO APPROVE |
| 5 | **MATTERS ARISING (NOT ON THE AGENDA)**  (PLEASE *FORWARD ITEMS IN ADVANCE OF MEETING, E.G. VIA ‘COMMENTS’ BOX IN GOOGLE FORMS)* |  |
| 6 | **CHAIR’S REPORT**  (*MEMBER*S-*PLEASE READ, COMMENT AND RESPOND)*  **A: PAST REFLECTIONS**  **PROGRAMME-KEY HIGHLIGHTS 2019-2020**  COMMUNITY INVESTMENT COMPANY (*REPORT ATTACHED)*  **TREASURER’S REPORT** (*PRESENTED BY GR- REPORT ATTACHED)*  **RESERVES POLICY REVIEW**  *IN LIGHT OF COVID 19 SITUATION, WAIVER THE STANDARD POLICY RESERVATION. BUT MANAGEMENT COMMITTEE TO REVIEW AND UPDATE AS APPROPRIATE TO PREVENT LOSSES AND ENSURE DILGENCE.*  **B: FUTURE DEVELOPMENTS**  **RECOVERY PLAN** (COVID) (REPORT ATTACHED) | TO APPROVE  TO APPROVE TO POSTPONE CIC  TO ADOPT 2019/2020 ACCOUNTS  TO APPROVE MANAGEMENT COMMITTEE FLEXIBLE ARRANGEMENTS  TO APPROVE TO IMPLEMENT |
| 7 | **MEMBERSHIP SUBSCRIPTION FEE INCREASE**  *INDIVIDUAL- £15- £20*  *ORGANISATION- £20-£25*  *New Category:*  *STUDENT (& UNDER 30) £10 FOR ONE YEAR* | TO APPROVE INCREASE  TO APPROVE STUDENT RATE |
| 8 | **MANAGEMENT COMMITTEE ELECTIONS**  (*NOTE PLEASE USE NOMINATION FORMS TO NOMINATE NEW MEMBERS (RETURN NOV 10th).*  *USE VOTING FORM TO VOTE FOR MANAGEMENT COMMITTEE AND RETURN BY NOV 25th- EMAIL PREFERABLY, POSTAL, PROXY)*  *(APPROVAL TO MAKE VICE CHAIR DORMANT FOR ONE YEAR, IN LIGHT OF REDUCED PROGRAMME AND SHARE AMONGST MANAGEMENT COMMITTEE).*  *(PAUSE TIME FOR COUNT AT ZOOM MEETING)* | TO APPROVE VICE -CHAIR 1 YEAR DORMANT POSITION  TO APPROVE NEW POSITIONS |
| 9 | **FLAVOUR OF 2020/21 AND 2021/22 PROGRAMME**  AONB VIDEO SHARE GR PRESENTATION  SPELL SONGS JK PRESENTATION | TO NOTE |
| 10 | AOB (I.E; FEEDBACK FOR EVALUATION) |  |

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| **WAVENEY AND BLYTH ARTS**  **ANNUAL GENERAL MEETING MINUTES**  **THE CUT**  **NOVEMBER 7th 2019 6PM TO 7.10 PM** | | | |
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| **1** | **PRESENT**  M. Cudmore; V. Storey; N. Roffey; A. Follows; J. Knight; N. Swallow; B. Guthrie; L. Nesbit; L. Thompson; M. Thompson; S. Luskip; H. Barry; m. Barry; A. Woolston; J. Butcher; G. Rudd; M. Bachelor; S. Raven; K. Ferdinand; N. Stainton; I. Lomas;  **QUOARACY: 22**  **APOLOGIES**  A. O'Malley; J. Vaughan; L. Vaughan: J. Jepson;  M. Appleby’ J.Dungey; G.Tebble; H. Sturzaker; R.McCabe; B. Soule; L.Calder; I.Murrel; J. Murrel; L.Noble;H. Leith; R.Wharrier; P. Baker; M. Parsons. | | **ACTIONS** |
| **2.** | **MINUTES OF AGM 11th DECEMBER 2018**  Approved | |  |
| **3** | **CHAIR’S REPORT**   1. **KEY EVENT HIGHLIGHTS:-**   The year began with **A River Runs through it** – a one-day event -organised by Melinda A- brought different perspectives on rivers. Professor Tom Williamson looked at landscape history, Charles Rangeley-Wilson talked about his love of rivers and Dr Jos Smith looked back at Common Ground’s river-inspired arts project, *Confluence*.  Between May and October the **Celebrate Waveney & Blyth programme** presented 28 walks, talks, workshops, exhibition, poetry competition and more, which were enjoyed by over 1000 people.  In August the fifth **The Waveney Valley Sculpture Trail t**ook place, for a second year running atthe Raveningham Centre, near Beccles, curated again by Sarah Cannell. Included 40 local artists and attracted almost 3500 visitors, of all ages. This event raises the profile of WBA and for generating funds to cover overhead costs and involves significant energy and contributions from volunteers. Project created a surplus of £6,435 in 2018 - but carries some risk as money has to be paid out before anything is earned. The management committee determined that some of the surplus should be set aside in a Development Fund for future initiatives linked to the trail, which will come up in the Treasurer’s Report. It was further suggested that participating artists should derive some financial benefit from the success of the trail as not all make sales and this is something that will be looked into as we progress future plans. To note even with the 2018 surplus W&BA overall squeezed through the year with an **operating surplus of just £168!**  **Thrilling Thursday** events took place here at The Cut – in October an **Orchards** morning included speakers, singers and fabulous photos of St James Community Orchard taken by a group of visually impaired photographers called Effstopeyes and Bungay Camera Club; in December **Spiderwomen** thrilled us with enchanting tales of spider thread and the ways of the Fen Raft spider, and in March in **Searching for Doggerland**  Julia Blackburn talked about researching and writing Time Song and was joined by anthropologist, film-maker and writer Hugh Brody.   1. **RECENT DEVELOPMENTS:**   Ticket sales and membership renewals replaced with an automated on line booking system plus membership renewals from January 1st 2019. K. Ferdinand manages website systems.   1. **ORGANISATIONAL:**   The Management Committee recently reviewed the energies invested in the organisation combined with the benefits versus risk.  The Sculpture Trail, together with the Pakefield Postcard Auction has strengthened the position of WBA.  Practical operations such as marketing and communications; newsletters and social media and have also been overseen through contracts with Kate Royall and Genevieve Rudd respectively.  The last programme featured 44 events which the Management Committee deemed too much to manage and thus will be evaluated to ensure manageable quality.  The Sculpture Trail will be relocated to a new site and will also incorporate a new curator.  Succession Strategy and Planning for the organisation have also been looked at including the aims and objectives, management committee composition; constitution; and the new look for the sculpture trail, celebrating 10 years.  The future entity of the WBA organisation against the necessities of ensuring sustainability. An evaluation of a charity versus social enterprise was undertaken, culminating in a proposal for a social enterprise to continue delivering the strengths of WBA through a collaborative ethos. A Development Team will focus on the viability of this option-overseen by:   * Genevieve Rudd * Jo Butcher * Kate Ferdinand * Hatty Leith   Conversations with the Arts Council have commenced on this development combined with new ways in which to secure income.  Tender of WBA Management Committee resignations from the following:-   * Nicky Stainton- Chair * Jan Dungey- Secretary * Gregg Tebble- Treasurer   Nominations for replacement of “future generation” include:-   * Genevieve Rudd- Chair * Jo Butcher- Secretary * Kate Ferdinand- Treasurer   Presentations delivered by the above  **ADOPTED** | |  |
| **4** | **TREASURERS REPORT**  Highlights of the report circulated were noted.  A Reserve Policy has been formulated to ensure the management of risk. Three months of contractors and administration contracts have been set aside.  **ADOPTED (LN, BG)** | |  |
| **5** | **AMENDMENTS TO THE CONSITUTION**  5b The Committee shall include a Chair, Vice-Chair, Treasurer, Secretary, and 2 Local Co-ordinators from each of the eight town areas.    5c The Local Co-ordinators shall have one vote each.    5d The Chair, Vice-Chair, Treasurer and Secretary shall have one vote each. If any of these are also Local Co-ordinators they will only have one vote.  7c All motions shall be passed by a simple majority of the votes cast by the Members present. A quorum shall be *10% of* Full Members at the time of the meeting.  **ADOPTED (SR; NS)** | |  |
| **6** | **PROPOSAL FOR MEMBERSHIP SUBSCRIPTION**  No change: 1st January to 31st December 2020  **ADOPTED (MH; AF)** | |  |
| **7** | **ELECTIONS FOR THE MANAGEMENT COMMITTEE** | |  |
| Chair  Vice Chair  Treasurer  Secretary    Diss Local Co-ordinators  Harleston “ “  Bungay “ “  Beccles “ “  Lowestoft “ “  Great Yarmouth “ “  Southwold “ “  Halesworth “ “ | Genevieve Rudd  Melinda Appleby  Kate Ferdinand  Joanne Butcher  Brian Guthrie, Melinda Appleby  Nicky Stainton, Hatty Leith  Ann Woolston, Jo Butcher  Netta Swallow, Louise Walker  Michaela Barber,Ruth Wharrier  Genevieve Rudd + 1  Ian Lomas, Kate Batchelor  Simon Raven, Kasia Don-Daniel |
| **ADOPTED (MC, SL)** | |
| **8** | **AOB**  Vote of thanks to:-   * L,; and S.Cannell for the hard work given to the Sculpture Trail * M. Bachelor for the Postcard Auction contribution * N. Stainton for years of dedication to WBA * J. Dungey as Secretary and dedication * G. Tebble as dedication as Hon. Treasurer * B. Soule for poetry contribution * All volunteers across the different events   In addition:-   * Renumeration to sculpture trail artists * Invigilation- travel and expenses | | To be reviewed by WBA  Committee |