



Broadway Cinema Screen 1

11:40am 11th October 2023

Annual General Meeting

**Agenda
and
associated papers**



THE ARTS SOCIETY NOTTINGHAM
The Annual General Meeting will take place at the Broadway Cinema
Between the two lectures on Wednesday 11 October 2023
AGENDA

- 1. Chair's welcome & Apologies for absence**
- 2. Minutes of the AGM held on 12 October 2022**
- 3. Matters Arising**
- 4. Chair's Report for 2022/23** (previously circulated)
- 5. Treasurer's Report** (previously circulated)
- 6. To receive and approve the Annual Accounts for 2022/23**
- 7. To appoint Chesapeake Associates as the independent financial examiner for the ensuing year**
- 8. To approve the subscription fee of £55 for 2023/24 and a fee for guests of £8**
- 9. To elect the committee** – Monica Booth, Chris Castleden, Ilanah Dance, Steve Dance, Sheelagh Glanfield, Ann Hall, Lynette Harris, Margaret Morris, Rita Wynne and Lynne Woolliscroft are all available for re-election. Liz Holden and Jackie Goode were co-opted to the committee in 2023 and are now available for election
- 10. To elect any members nominated by members to the committee**
- 11. To elect the officers** - Chair: Ilanah Dance, Vice Chair: Lynette Harris, Treasurer: Steve Dance, Secretary: Liz Thomas
- 12. Any other business to include a general question session**
- 13. Chair's closing remarks**

Nominations for the Committee

I wish to nominate _____ as a member of the Committee

Proposer _____ Seconded by _____

Signature of the Nominee _____

Any member thinking of putting him/herself forward is welcome to observe a committee meeting before committing him/herself or to contact the Secretary for further information.

Completed nomination forms should be sent to the Secretary by 30 September 2023
Margaret Morris, 2 Foxes Close, Nottingham NG7 1PG or margaret.morris332@gmail.com

The Arts Society Nottingham
Minutes of the Annual General Meeting
held on Wednesday 12 October 2022
At Broadway Cinema, Nottingham

Apologies had been received from 10 members. 45 members attended the meeting.

Minutes of the last annual meeting held on **9 June 2021** had previously been circulated and no objections had been raised. It was proposed by Chris Elston, seconded by Hilary Olleson, and confirmed by a show of hands that the minutes should be accepted as a true record and signed by the Chair.

Matters Arising – none.

The Chair's Report - Ilanah Dance referred to her report which had been circulated to members. She thanked the whole committee, especially the main officers, for their work during the year. Rita Wynne had been able to attend a live Directory Day for the first time which will enable her, along with Lynne Woolliscroft, to continue to provide first class sets of lectures.

Covid-19 restrictions caused setbacks but we are now looking forward to Study Days and the remainder of the Artists' Stories course. Adrian Manhire has finally been able to retire after having done sterling work throughout the Covid crisis. His place has been taken by Philip Glanfield.

Beth Hall has handed over to Vivienne Jarvis as the Heritage Volunteers' Representative on the committee. They have both been involved in setting up new projects and re-introducing existing ones.

Young Arts has also been making good progress and a third bursary is to be awarded this year.

Chris Elston and Lynne Morgan both left the committee in June. Ilanah thanked them for their input.

She then thanked all the members who had supported the society during the year and had done so with smiles.

The Treasurer's Report - Members had received the report prior to the meeting, together with the annual accounts for the 15 months ending 30 June 2022. Steve explained the reasons for the change of accounting year. Next year we will return to a 12- month period which will cover the whole of the lecture year.

He explained how reserves had been used during the Covid difficulties and how membership fees would be reviewed going forward. This year the membership fee had been raised to £48 but further subsidy from reserves was likely. Costs were likely to rise in the next year. At present it cost £23,000 - £24,000 to run the society and it was important to retain reserves that would cover at least one year.

Steve thanked all the members who had renewed, and hoped that current membership of 412 would soon match last year's figure of 480 members. Overall, the position was healthy.

Receival and acceptance of the accounts was proposed by Louise Smith, seconded by Chris Elston, and passed by a show of hands.

Appointment of Chesapeake and Associates as the independent financial adviser for the ensuing year was proposed by Monica Booth, seconded by Adrian Manhire, and passed by a show of hands.

The subscription fee of £48 for 2022/23 and a guest fee of £6 was approved by a show of hands.

The election of the committee was passed by a show of hands. Monica Booth, Ilanah Dance, Steve Dance, Chris Castleden, Ann Hall, Lynette Harris, Margaret Morris, Rita Wynne, and Lynne Wolliscroft, were all re-elected and Sheelagh Glanfield, Philip Glanfield, Liz Holden and Maureen Devlin joined the committee. No other members had been nominated by members.

The election of the officers was passed by a show of hands. Chair – Ilanah Dance, Vice Chair – Lynette Harris, Treasurer – Steve Dance, and Secretary - Margaret Morris.

Any other business – Louise Smith thanked the Chair and committee for their work.

The Chair closed the meeting by thanking all members who had supported the society in the last difficult year. Progress has been made with the reinstatement of face-to face-meetings, and we hope to be able to restart outings soon. Our society is one of the biggest TAS societies in the country, and the largest in the East Midlands, and we are lucky to have the facilities we have at Broadway with their technical support. She hoped for and expected a successful season in 2022/23.

Chair's report AGM: 2023

Another season has drawn to an end and we are thankful that we have been able to have 'live' lectures throughout, plus a range of courses, study days and of course our first post-covid visit to Compton Verney. Opening up the Broadway Mezzanine Bar for our members between lectures to socialise, network and relax has proved to be very successful in reinforcing our community spirit.

Attendance at all of our events is now back to normal with our guest numbers steadily increasing over the season and we have also welcomed a number of new members to the society.

I would like to thank our hard-working committee, all willingly giving of their time to provide a first-class programme of events for you all to enjoy. Of course, our success depends on our members, as without your unstinting support we wouldn't exist as a society.

I would particularly like to thank our technical staff at Broadway who have always been on hand to ensure the smooth running of our monthly lectures. It's easy to forget how much goes on behind the scenes when you are sitting in this wonderful auditorium.

A very special thank you goes to the work done over the last year by Steve Dance, Sheelagh and Phil Glanfield and Margaret Morris who have spearheaded our technical improvements to enable us to introduce Sum Up card readers for payments, to have online forms on our website and have designed a very professional programme leaflet with a QR code on for this season. Also, we have now gone digital at our registration desks with bar coded membership cards which will be scanned on admittance.

We have been very active this year in fulfilling our national charitable purpose with ongoing Heritage and Arts Education Projects. Many thanks to Vivienne Jarvis and Lynette Harris who have both been instrumental in moving these projects forward. A trip is planned to the Bromley House Library next May to see our volunteers at work restoring books of historic interest and to learn about the significance of this grade II listed building and its special book collections. We were successful in obtaining a grant of £250 from National Office towards their work.

A few committee changes are underway. We say goodbye to Maureen Devlin who has done excellent work on the desks. Margaret is stepping down from the Secretary role but staying on the committee to continue with running the website. Chris Castleden one of our longest serving committee members has stepped down as membership secretary but continues to run our popular course days. We warmly welcome Sheelagh as our new membership secretary and also Liz Thomas who has kindly agreed to be our new minutes secretary. Jackie Goode, another new committee member has been shadowing Lynette this last year with the intention of taking over her Arts Education role next season. Liz Holden is now officially our outings secretary and we look forward to many more successful visits.

Finally, a big thank you from me to all my committee colleagues and staff at Broadway who have been so supportive in enabling me to fulfil my role as chair.

Ilanah Dance



The Arts Society Nottingham: AGM 2023: TREASURER'S REPORT

This is my second year in the treasurer's role and I have become more familiar with our processes and have made some changes. We have removed the burden of handling cash and introduced SumUp card readers at our meetings for easy payments. This has proved very successful. Whilst we still accept cheques our aim is to reduce those to a minimum. We have also introduced online membership forms and plan to roll out online event booking for 2023/4 season. This makes handling bookings and bank payments easier and reduces admin for our committee members.

On our full return to Broadway in October 2022 we recognised the financial pressures from Covid and inflation and had agreed a membership fee of £48 planning to use reserves to cover any shortfall. The final accounts for the year show a trading loss of £3917.91 which was covered from our savings account. Given that lecture fees and Broadway hire has increased with inflation we have raised membership fees to £55 for the 2023/4 season, but again expect any shortfall to be covered from savings.

The 2022/3 season had a full list of lectures plus courses, study days and a return to outside visits, allowing the cancelled Compton Verney trip from 2021 to take place. Although the extra events beyond the nine lectures are well attended, overall, this produced a very small loss of around £660. It is of course difficult to predict attendances for those events which are generally self-financing. We also persuaded Broadway to re-open the mezzanine bar between lectures where we served free tea and coffee. The costs are budgeted and allows members to meet and circulate.

The Society Sustainability Reserve stands at £25,677.10 and is invested in the Skipton BS. We also have money deposited in the Patricia Fay Fund (£7,000), the interest on being used by The Arts Society centrally for grants. A sum of £9771.31 remained in the current account at the year end, with £55 in our Account 2, which receives online payments from members. Final Membership for the year was 448, leaving our finances in good shape, despite the subsidies above.

We continue to maintain a Zoom licence from The Arts Society centrally for the coming year and mainly use that for our committee meetings, which makes attendance easy, even when our members are on holiday!

We made a grant of £1500 to Nottingham Trent University for Young Arts. For Heritage Volunteers we paid a £250 grant, from central office, towards a book restoration project at Bromley House Library.

The Society accountants, Chesapeake Associates, have prepared the final accounts which are attached.

Steve Dance
Treasurer
27th August 2023

THE ARTS SOCIETY NOTTINGHAM

INCOME & EXPENDITURE ACCOUNT

Year to 30th June 2023

	<u>2022-23</u>		<u>2021-22</u>	
<u>INCOME</u>	£	£	£	£
Members Subscriptions		21367.00		19256.00
Member's Guests		1040.00		322.00
Study Days	5472.00		1334.00	
Less Expenses	5487.09	-15.09	2431.40	-1097.40
Courses	10113.00		5724.00	
Less Expenses	10579.80	-466.80	6984.94	-1260.94
Outings	2250.00		1690.50	
Less Expenses	2430.20	-180.20	1845.00	-154.50
Bank Interest		166.51		14.75
Other		270.00		285.00
Other (YA Grant)		0.00		0.00
		<u>22181.42</u>		<u>17364.91</u>

EXPENDITURE

	£	£
Hire of Rooms	5747.04	5346.00
Lecture Fees, Expenses & Catering	7613.14	7146.60
Administration expenses	2388.78	1116.94
The Arts Society Affiliation Fee	7957.14	7365.24
TAS : Insurance	0.00	0.00
Travelling expenses	0.00	28.80
Fares pool	0.00	0.00
Independent examiners fee	540.00	540.00
Young Arts /Heritage volunteers	1772.98	1250.00
Other	80.25	643.24
	<u>26099.33</u>	<u>23436.82</u>

SURPLUS FOR YEAR

<u>-3917.91</u>	<u>-6071.91</u>
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Balances

	<u>2022-23</u>	<u>2021-22</u>
	£	£
Skipton Building Soc.	25677.10	29510.59
NatWest No 1	9771.31	3939.11
NatWest No 2	55.00	0.00
Patricia Fay MF Loan	7000.00	7000.00
Petty Cash / No 2 Account	0.00	0.00
	<u>42503.41</u>	<u>40449.70</u>

ACCOUNTING POLICIES

Accounts are prepared under the historical cost convention.

The Society retains a sustainable reserve equivalent to one year's Subscription income in order to protect the sustainability of the Society and provide capacity for unforeseen difficulties.

In order to support the Arts Society Charity, surplus funds have been transferred to a Charitable Fund Account and the money is lent on an interest free basis to the Patricia May Fund.

THE ARTS SOCIETY NOTTINGHAM

BALANCE SHEET

30th June 2023

	<u>2022-23</u>	<u>2021-22</u>
NET CURRENT ASSETS		
<u>Assets</u>		
Loan to Patricia May Fund	7,000.00	7,000.00
Skipton Building Society Account	25,677.10	29,510.59
Natwest Bank Account 1	9,771.31	3,939.11
Natwest Bank Account 2	55.00	0.00
Debtors	0.00	0.00
Prepayments	270.00	322.62
	<u>42,773.41</u>	<u>40,772.32</u>
<u>Less Liabilities</u>		
Payments in advance in advance (Subs +Study day)	7,455.00	1,536.00
Sundry creditors	540.00	540.00
	<u>7,995.00</u>	<u>2,076.00</u>
	<u>34,778.41</u>	<u>38,696.32</u>
RESERVES		
<u>Designated Reserves</u>		
Sustainability Reserve (Skipton BS)	25,422.49	29,422.49
Charitable Fund (Patricia May)	7,000.00	7,000.00
	<u>32,422.49</u>	<u>36,422.49</u>
<u>Accumulated Income Account</u>		
Balance Brought Forward	2,273.83	8,345.74
Surplus from Inc & Exp A/c	-3,917.91	-6,071.91
Transfers from Designated Reserves	4,000.00	0.00
	<u>2,355.92</u>	<u>2,273.83</u>
	<u>34,778.41</u>	<u>38,696.32</u>
Steve Dance	Signed	
Hon Treasurer		

INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF THE ARTS SOCIETY NOTTINGHAM

Basis of Independent Examiners Statement

An examination includes a review of the accounting records kept by the Society and a comparison of the accounts presented with those records. It also includes consideration for unusual items or disclosures in the accounts and seeking explanations from you.

Independent Examiners Statement

In connection with our examination no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirement

- ~ To keep accounting records
 - ~ To prepare accounts which agree with the record
- have not been met.

Date

22 August 2023

Chesapeake Associates Ltd
Chesapeake Associates Ltd
Chartered Certified Accountants

Other Reports for information

Not on the Agenda

Young Arts 2022/23

In 2022/23 three TASN bursaries of £500 each were provided to final year students in the Arts Faculty at Nottingham Trent University (NTU) to assist with the cost of materials for their final year projects.

In previous years these bursaries were provided to NTU final year students on the Decorative Arts degree but, as this programme is no longer provided, in 2022/23 bursaries were offered across the range of degree programmes offered by the Arts Faculty. The successful bursary students this year were Kate Elliott, BA Hons Textiles, Sarah MacDonald, BA Hons Photography and Zoe Milner, Fine Art.

Kate Elliott's project was focused on developing fabric and paper inspired by pavement ecology to produce a range of home and stationery products and she is seeking to continue this focus in her work. Sarah MacDonald is planning to develop a career in fashion photography and produced a series of photo shoots based on flower symbolism for her final exhibition. Her bursary money was used to explore other presentation methods and use quality printing for her photographs.

Zoe Milner is a deaf artist whose project was concerned with developing an installation to communicate deaf identity and to educate audiences of the value and importance of recognising British Sign language as an official language using recycled materials wherever possible. She used her bursary money for materials as well as travel related to her project.

The aim of the TASN bursaries is to provide tangible support to students planning careers in a range of arts related roles and past bursary winners have gone on to do so. All three bursary students achieved impressive results in their final degrees, with two gaining distinctions and one a 2.1. It is pleasing to note that all three bursary winners are intending to develop their careers in their chosen fields and that last year's two bursary winners have achieved this with one as a design ceramicist and the other as a self-employed textile designer based in Nottingham.

Lynette Harris, Vice-Chair and Young Arts Representative

Heritage Volunteers Report June 2023

I would like to thank Beth Hall, my predecessor in this role, for her hard work as HV Rep, and her detailed hand-over when I took over.

The last twelve months has seen a number of projects start/restart following the hiatus of lockdown. These bring together TAS Nottingham and TAS Trent Valley members, as well as volunteers from the host organisations. This collaboration helps to make each project more viable. Moreover, there is very little drop-out from the projects, as the volunteers enjoy both the work and the social interaction.

There are three Book Conservation projects:

- **Bromley House Library** – Ongoing since 2016, this project saw Caroline Bendix run a training day for new volunteers last October. Four groups now rotate on a four-weekly cycle.
- **Trent Bridge Library** – Caroline Bendix ran the first training session in October 2022 and a second in April 2023. There are fifteen volunteers split into three groups, each meeting fortnightly.
- **Thrumpton Hall Library** – Caroline Bendix ran the first training session in April 2023. The eight volunteers meet fortnightly under the leadership of Tessa Day, the TAS Trent Valley HV Rep. The project will take a break during the summer months, when the Hall is in use by the owner and her family, and resume in the autumn.

We also have a Textiles project:

- **Wollaton Hall** – The eight volunteers are split into two groups, creating garments for mannequins to be situated in the Tudor kitchens. One group is working on clothes for a child employed to turn the spit, and the other for an under-steward.

We are not looking to start any new projects at the moment, but would be happy to hear from anyone interested in joining the current work.

Vivienne Jarvis, Heritage Volunteering Representative