

Hatherleigh Festival Annual General Meeting 2018

(Incorporating an Ordinary Meeting)

AGM Minutes (*draft to be approved*) held on the **21st November, 2018** at The George Hotel, Hatherleigh. The meeting started at 8pm. The meeting also includes ordinary meeting items.

- 1 Apologies for absence: Alan Beaman
- 2 Present at meeting: Ben Whiting; Steve Carter; Monica Jones; Sally Vik; Steve Attfield; Paul Flowers; Chris Sivyer; Josie Lloyd; Alan Durrant; Jo Picarella; Greg Bushell; Meg Hanson.
- 3 Minutes of previous AGM (2017) approved. There were no matters arising.
- 4 Chairman's Report

'It has been a fantastic year and one of the biggest highlights for me was how much easier and more pleasurable this year's festival was and that was in the most part down to how fantastic the team has been and how we all pulled our weight late into the nights and early in the morning. Thank you all and you all deserve a pat on the back!

It is with sadness that Gemma, our Treasurer has had to stand down and a little later I look forward to welcoming her replacement.

And I think you would all agree and join me in thanking Alan, our fantastic secretary, who has gone above and beyond since he joined Festival in getting much needed systems and organisation in pace. Thankyou Alan. I know he has more organisation ideas that he would like to be implemented over the next year.

Finally, we finished our financial year with a fantastic Festival that was well received and much enjoyed by all attended. So well done everyone.'

- 5 Treasurer's Report and Approval of Accounts

'A small profit this year of £1,127.00 ((£508.00 after purchase of the gazebo) compared to a loss of £157.00 last year. The majority of profit was generated by the UV Rave (£1,080.00).

Sponsorship was up over 70% and cash donations up 50% - big thanks to the local community! Excellent weather helped?

Insurance seems high as last year this was reported under Chili costs but actually covered the whole period (not one-off event).

Current bank balance is £12,682.39 however we are still waiting for a couple of cheques to clear - Storyteller £200.00 and Jon Bint Gospel Choir £100.00 – they might need to be nudged as the cheques will be expiring soon.

We are starting to see a small amount of income from the SeaMoor Lotto; thanks to Alan for arranging (£4 in October and £2 in September).

Thanks to Sarah Huxtable (Farm Admin SW) for completing the independent examination.

It is with deepest regret that I need to step down from my role due to personal circumstances, however I look forward to pitching in when and where I can! Many thanks to Paul Flowers for stepping in.'

6 Officers stand Down: All Officers stand down.

7 Election of Officers

Election of Chairman: Steve Carter was nominated, seconded and duly elected.

Election of Treasurer: Paul flowers was nominated, seconded and duly elected.

Election of Secretary: Alan Durrant was nominated, seconded and duly elected.

The following Coordinators were nominated, seconded and duly elected:

Coordinators

Bands: Josie Lloyd

Technical Crew Coordinator: Ben Whiting

Online Publicity/Social Media: Steve Carter and Josie Lloyd

Press and Publicity: Steve Attfield

Volunteers Rota: Alan Durrant

Safety Officer: Joe Picarella

WWI Old School Liaison: Monica Jones

DJ Sets (Thursday): Steve Attfield

Hat Parade: Alan Durrant and Monica Jones

Waterslide: Ben Whiting

Additional responsibilities were identified and agreed:

Programme design and production: Steve Carter;

Website: Steve Carter;

Food: TBC;

Chapter 8 (roads): Chris Sivyer.

8 Rules & Constitution Changes

The Constitution was review by the meeting but no changes were proposed.

9 Any Other AGM Business and motions from the floor

The Chair suggested that it would be good to get someone to be Workshops Coordinator as this involved a fair bit of organisation.

10 Approval of minutes from previous Ordinary meeting (10th October 2018) and matters arising

Approved.

11 Officer's Standing Reports

None

12 Ordinary meeting items: The plan and progress for July 2019 festival.

- Samba Band will do workshop and lead parade;
- We can borrow horse from Warhorse Museum but not little Joey;
- Both Old School and Community Centre have been booked;
- We should be able to get the Choir for Thursday;
- **ACTION Alan** for everyone on the committee to have access to G-Drive;
- **ACTION Chair** to send Theo's details to Steve Attfield re DJ set;
- The Wicker workshop is agreed in principal (Liz Guard);
- We are awaiting confirmation from Fay (The Hang Ringer);
- Natalie (Bell Ringers) seem up for a workshop?
- Waterslide, we need long rubber mat (75M) to enable us to run it down market/Bridge Street. **ACTION Ben W.** pursuing;
- Alan and Monica will meet to work out details of Hat Parade **ACTION Monica and Alan**;
- **ACTION Josie** to follow up on 1930s coach ride;
- Birds of Prey display, two options, one at £100 would be 2 birds, static display, or a larger display and talk for £325. **ACTION Alan** to ask Jo Pullin and Elizabeth Durrant to continue looking and to let us know the best option;
- Meeting discussed the idea of a computer games competition;
- Do we want Rising Stars again – this was discussed but decision???
- Dance group on stage???
- It was agreed we should expand our food offering ... awaiting Food Coordinator;
- **ACTION Sally** to speak to Richard Edwards (Bondleigh Barn Band) re a classical music concert;
- Open Mic for Sunday afternoon, Greg said provided he was still available, he would organise;
- **ACTION Sally** agreed to liaise with churches for Sunday morning service in the square;
- **ACTION Monica** to speak to Beaford Arts re an Arts project;
- **ACTION Monica** to speak to Ms. Somme re felt workshop;
- **ACTION Ben W** to speak to Phil re Sound and PA for stage (please book him in Ben if he is available);
- **ACTION Alan** to speak to Charles about using the Visitors Centre as a Festival Office;

- **ACTION Ben W** to see if he can find space for storing some of the Festival equipment (gazebos; cooking equipment).

Date of next meeting: **Wednesday 16th January 2019**, The George Hotel, 8.00pm.

End