



Annual General Meeting

Minerva Room
Commemoration Hall

8 pm on Monday, 27 February 2006

AGENDA

- 1 Apologies
- 2 Minutes of last AGM
- 3 Matters arising (*not elsewhere on agenda*)
- 4 Chair's report
- 5 Secretary's report
- 6 Treasurer's report
- 7 Election of officers
 - 7.1 Chair
 - 7.2 Vice-Chair
 - 7.3 Secretary
 - 7.4 Treasurer
- 8 Election of committee (*at least 3 ordinary members and HYT representative*)
- 9 Appointment of auditor
- 10 HYT report
- 11 Subscription for 2006
- 12 Activities for 2006
- 13 AOB

HUNTINGDON DRAMA CLUB ACCOUNTS 2004 (Draft subject to audit)

Income	£	
Subs received	245	
Receipts re. Mayhem	1066	
J Hyde Bequest	1000	
Cash float – in	80	
Costume reimbursement	77	
		<u>2468</u>
 Expenditure		
Insurance costs	182.96	
Performing Licences	118	
Hall hire re. Mayhem	331.65	
Food & Drink	408.79	
Printing	147.85	
Newsletter	141.07	
Raffle costs	25	
Costume Hire	77	
Miscellaneous Expenses	90	
Cash float –out	80	
Scripts – YCTIWY	78	
Website Domain / Web Hosting	41.12	
Sub – total		<u>1721.44</u>
 Net Profit		 <u>746.56</u>

Mayhem - Production	£	£
Income		1066
Expenditure:		
Hall hire	331.65	
Food & Drink	408.79	
Raffle Cost	25	
Performing Licences	118	
Programme costs	91.65	
		<u>975.09</u>
Performance profit		<u>90.91</u>

Bank Account 0619811

	£ Cr	£ Dr	Balance
Opening Balance			1677.81
chq 501 newsletter		43	1634.81
chq 502 - printing		46.7	1588.11
chq 503 - printing		9.5	1578.61
26/02/04 Balance			1578.61
26/02/04 Subs -received	0		1578.61
18/03/04 chq 00360 re wine costs		52	1526.61
chq 504 Four Counties Insurance		182.96	1343.65
chq 505 -License to perform Mayhem S French		59	1284.65
20/05/04 credit 500180 - subs received	145		1429.65
25/05/04 Chq 0506 - food & drink Mayhem	356.79		1072.86
20/07/04 chq 508 S French - re Mayhem		59	1013.86
21/07/04 credit 500181 receipts re. Mayhem	1066		2079.86
22/07/04 credit 500182 - Leeds Day -J Hyde Bequest	1000		3079.86
27/07/04 chq 509 - Hall hire re. Mayhem		331.65	2748.21
chq 510 - R Orchard raffle costs		25	2723.21
chq 512 -D Quig -newsletters		14	2709.21
chq 511 - J weinberger re YCTIWY		78	2631.21
chq 507 - D. Brockman printing		91.65	2539.56
27/09/04 chq 513 - Website costs - Hosting / Domain name		41.12	2498.44
29/09/04 chq 514 - R Orchard		61	2437.44
13/10/04 chq 516 - cashed for B Dazzler float		80	2357.44
25/10/04 chq 515 - costumes re Blackadder		77	2280.44
payback float	80		2280.44
costume reimbursement	77		2280.44
subs	<u>10</u>		2280.44
credit 500183	167		2447.44
24/11/04 chq 518 - R Orchard Printing / Stationery		23.07	2424.37
Closing Balance			2424.37
	<u>2378</u>	<u>1631.44</u>	

Net movement = 746.56

Agreed to Bank Statements

Huntingdon Drama Club – AGM – 23/02/2005

Present – Michael Black (chair), Ray Livermore (secretary), Ronald Stevenson (acting treasurer), Rachael Orchard, John Morgan, Ruth Morgan, Valerie Gerrard, Dominic Whitehead, Mark Lamberth, Kelly Armstrong, Emma Wilmott, Annie Welsh, Peter Welsh, Jeanette Brown.

- 1) **Apologies** – Trish James, Lynda Savory, Maggie Redgrave, Rachel Greaves and Roger Trencher
- 2) **Minutes of last AGM** – Distributed and agreed
- 3) **Matters Arising** – None
- 4) **Chairs Report** – Attached
- 5) **Secretary's Report** – This was predominantly covered during the Chair's report, RL extended his thanks to those who had worked towards putting on the productions over the past year.
- 6) **Treasurers Report** – attached. Proposed as an accurate report by RM, seconded by Jeanette.
- 7) **Draft Constitution** – MB distributed the draft constitution outlining main changes. First was the change of the financial year and the removal of the acting fee. The draft also specified the creation of a new position on the committee, the vice-chair, to assist the chair and to hold meetings in the chair's absence, the removal of the role of Associate Member was also to be scrapped. EW suggested that any committee member should have been a member of the club for at least a year. VG suggested narrowing this down to only the officers. Draft Constitution proposed by DW, seconded AW.
- 8) **Election of Officers** – **Chair** – EW nominated MB, seconded by JM
Vice Chair – MB nominated RO, Seconded by RM.
Secretary – RO nominated RL, Seconded by AW
Treasurer – JM proposed RS, Seconded by RO
- 9) **Other Committee members** – RO nominated JM, RM seconded
AW nominated PW, RM seconded
RM nominated KA, Annette seconded
EW nominated ML, RO seconded
- 10) **Huntingdon Youth Theatre Representative** – DW announced that RL would be representing the Youth Theatre as their representative.
- 11) **Auditor for financial report** – To be determined independently by the committee
- 12) **HYT Report** – DW reported that HYT has a leadership up to 12 now, with 50 members and a further waiting list of 12. Regretfully the HYT have had to sever their links with the PAC at Hinchingsbrooke following the performance of "Return to the Forbidden Planet". Aside from this major performance HYT had produced 4 nights of one act plays. Currently planned for the new year were a small group to perform a dance routine for a charity function, a stage adaptation of Terry Pratchett's "The Fifth Elephant" and "Murder on the Nile", the latter two to be performed at the Commemoration Hall.
- 13) **Subscriptions for 2005** – Subscription fees to remain at £10 per annum. Proposed by DW seconded by VG.
- 14) **Activities planned for 2005** – Spring Production to be "Fallen Angels" by Noel Coward. LS & VG had prior agreed to carry out a workshop or two throughout the oncoming year. Finally RS suggested a "Mummers Play" and explained the background of the style. Perhaps to be performed

as part of the Huntingdon 800 celebrations. VG proposed these could also be performed at a festival in Peterborough for the end of June.

- 15) **AOB** – EW presented a message regarding the changes made to the committee and how no EGM was called. MB explained that there is no EGM advised in the constitution and accepts it could have been done differently; however at the time the committee acted to deal with difficulties as they deemed most likely to be effective. EW suggested liaising with the membership more frequently should these situations arise again, and this was agreed.

It was decided a card be sent to Roger and Rachel as a thank you for their work over the years and later a card for their wedding. Proposed by DW, seconded by RM.



CHAIR'S REPORT ON 2004

by Michael Black

Productions

- Spring: *May-hem*: two one-act plays were directed by Lynda Savory. Food was served on Saturday night. The production made a profit.
- Autumn: as Ruth Morgan was unable to cast *You can't take it with you*, she organised a variety show, *Bobby Dazzler*, in aid of the Mayor of Huntingdon's charities. It raised nearly £850.

Newsletters

- These were produced in March, April, July, September, November and December. Other emails were also sent to members and supporters, including notification of the AGM and other events.

Social events

- A members' night was held in March.
- A trip to the RSC in Stratford, planned for November, was cancelled owing to lack of support.
- A dinner was held at the Marriott Hotel in November.
- A social evening and viewing of *You can't take it with you* took place in January 2005.

Various

- **Archives**: Iris Boatfield has catalogued these, and they are currently in Michael Black's house.
- **Database of contacts**: Rachael Orchard has brought this up to date. Newsletters are sent (by email as far as possible) to everyone interested, whether or not they are members.
- **Website**: John Morgan and Ray Livermore have set up a new website.
- **Market Inn quizzes**: the committee has continued to provide questions every month.

Committee

- Of the 8 committee members elected at the last AGM, 5 left during the year, for a variety of reasons, and 3 others (John Morgan, Ronald Stevenson, Rachel Greaves) were co-opted.
- The last AGM decided that the committee should elect a Vice-Chair, and Michael Black was chosen.

Constitution

- The revision of the Constitution was completed. Following a decision made at the last AGM, the acting fee was dropped.
- A recommendation was made to have only full membership.

The Future

- **Spring production:** as the Committee took responsibility for poor publicity of the auditions in 2004, the play was held over until spring 2005. However, it still proved impossible to cast, and so *Fallen Angels* (by Noël Coward) was chosen instead, to be directed by Michael Black. Performances May 19-21.
- **Workshops:** Lynda Savory and Valerie Gerrard have agreed to run a workshop, on a date to be arranged.
- **Mummers Play:** a mummers play is planned, for possible performances on St George's Day and in the Huntingdon 800 community play in July/August.