

Minutes of the Annual General Meeting of the Tavonians Theatre Company

Held on Tuesday 14th May 2019 at Kingdon House, Tavistock

Present: Martin Taylor, President; Peter Griffith, Chair; Stuart Waterworth, Vice Chair; Rosy Griffith, Secretary; Di ffitch; Paul ffitch, Treasurer; Ali Fife Cook; Michael Fife Cook; Christopher Kirwin; Sue Pell; Marnie Smith..

As there were 11 attendees, the meeting was quorate, and was opened by Peter Griffith as chair at 7.30 pm.

President's Address Martin Taylor welcomed all those attending the meeting at Kingdon House, of which he is a trustee, and was pleased to see old friends as he has been out of circulation caring for his wife. She is much better. He indicated that he would be happy to stand down as President, and his resignation was accepted. Further decisions about the position of President will be left to the committee.

Apologies for Absence: Liz Cole; Kit Harbottle; Pam Smith; Frank Woodcock.

1. Minutes of Previous meeting Printed copies were circulated at the meeting, though they had been available on the website with the invitation to the meeting and recently circulated with the agenda.

Matters Arising There were none. The minutes were accepted as a true record, proposed by Christopher Kirwin and seconded by Ali Fife Cook.

2. Chair's Report & Treasurer's Report

a) Chair's Report

Thanks very much for coming. Also, thanks to all those who have volunteered to help in any way, be it as cast, direction, treasurer, secretary, refreshments, marketing, the website and membership. It does not matter what ideas we may have for plays to perform, it still needs a full team to put them on.

We have performed Talking Heads and Humble Boy excellently and we hope to put on Bronte in November.

Stuart and I went to Okehampton in June to take part in a course for those people in organisations who manage volunteers. Hearing of the problems in dealing with volunteers who can sometimes be more hindrance than help, I am grateful to all those of our volunteers all of whom are essential.

b) Treasurer's report

The Tavonians Accounts for the financial year ending 31st December 2018 have not yet been Independently Examined by Karen Nolan from the West Devon CVS, as the 2017 accounts successfully were last year. The delay in getting this done is entirely down to me (the last eight months have been unusually hectic) and for which I offer my apologies. Karen Nolan has been contacted and the result of the Independent Examination will be circulated to members as soon as it is available. The first 2018 production was 'The Thrill of Love', which was extremely well received by audiences, and made a handsome profit of £617.24 (£695.41 in 2018, with some expenses falling in 2017). The final Thrill of Love income and expenses figures can be seen in the 'Tavonians Accounts Detail for 2018'. The second 2018 production was 'Talking Heads' which was again thoroughly enjoyed by our audiences. We expect a profit from Talking Heads of about £211 (£439.06 in 2018, with all venue hire expenses occurring in 2019; there is one remaining venue hire for PrimRAF still not received and being chased). The Talking Heads income and expenses figures can be seen in the

'Tavonians Accounts Detail for 2018'. It was reported in the Treasurers Report at the 2018 AGM that money had been raised in the first part of 2018 by the sale of old lanterns. A third batch of old lanterns was subsequently sold, bring the total income in 2018 from the sale of these old lanterns to £730.62. In addition, a total of £323.65 appears in the 2018 accounts for the sale of costumes (£288.91 of which was a swap for rails and racking), resulting in a total 'Sales of Assets' figure of £1,054.27. Tavistock Town Council in mid 2018 decided to double the rent for the store room. After some considerable discussion, they agreed to keep the rent unchanged and a new agreement has been signed. In 2018, the Tavonians made an overall profit of £1,852.36. The annual report to the Charity Commission for 2018, comprising of a declaration of 2018 income and expenses, was successfully submitted on 14/5/2019. The grant of £400 from Tavistock Town Council, received in 2018 to purchase additional equipment for the store, has now been spent in the first part of 2019 on storage boxes, robust transport boxes, a sack barrow and a safe access step ladder. A report has been submitted to the Town Council. The first of our 2019 productions was 'Humble Boy', which went down extremely well, and looks to have made an extremely good profit, though the incomes and expenses are not yet all in. Final income and expenses figures for Humble Boy will be presented at the 2020 AGM. The accounts for 2018 comprise a comprehensive electronic spreadsheet, plus many paper print outs for all income and expenses. In 2019 the accounts have been transitioned to a paperless system, with all documents that are received electronically saved as pdfs, and the few paper documents received being scanned in as pdfs. All income and expenditure related documents are given a folio reference, hyperlinked from the spreadsheet to the appropriate pdf. All of the account files are always visible to all Trustees via a shared folder in the cloud. I would again like to thank Ali Fife Cook, who has effectively acted as deputy treasurer, co-authorising and second checking all of our online banking payments. In 2019, Total Monies so far (as of 14/5/2019; after all pending transactions): £6,386.04

The treasurer's report was accepted as a true record and thanks to the treasurer, proposed by Christopher Kirwin, Seconded by Marnie Smith.

3. Appointment of Trustees

As the Trustees had agreed to continue in post, and nominations had been received. All were voted individually and accepted unanimously by those present. The results were as follows:

Peter Griffith as chair
Paul ffitich as treasurer
Di ffitich
Ali Fife Cook
Sue Pell
Marnie Smith
Stuart Waterworth as Vice Chair

Election of Rosy Griffith as Secretary

4. Any Other Business

Tribute was paid to the long and dedicated contribution to the company by Peggy Salmon, who died recently.

Christopher Kirwin asked if any more Trustees were needed. The chair responded that the current number of trustees was sufficient but more would be welcome.

The meeting closed at 8 pm