

ANNUAL GENERAL MEETING 2019

Please bring this sheet to the meeting

The Annual General Meeting will be held on Friday 5th April 2019 at the Sports Pavilion, The Common, Southwold IP18 6TB at 7.00 pm

AGENDA

1. Apologies
2. Minutes of the AGM of 16th March 2018
3. Matters arising
4. Reports:
 - i. Chairman's report
 - ii. Treasurer's report
 - iii. Bursaries report
5. Election of Trustees:

Peter Gibbs proposed by Judith Botten
6. Election of Officers:

Chairman: Jane Ackroyd proposed by Lorna Baker
Vice Chairman: Sue Tayler proposed by Gerry Cross
Secretary: Viv Tolfree proposed by Mary Rowan-Robinson
7. Any other business
8. Close of meeting

Guest speakers:

Marianne Fellowes – Director and Administrative Producer of the newly launched 'Southwold & Aldeburgh Theatre Ltd', announces the company's plans for a 'Summer Festival of Theatre' at Aldeburgh in 2019.

Peter Adshead – Director of The Southwold Arts Centre, explains his plans for upgrading the venue and announces the forthcoming Southwold season of 'Theatre on the Coast' by MT Productions Ltd.

Refreshments

Minutes of the Annual General Meeting held on Friday, 16th March 2018 at 7.00 pm at the Sports Pavilion, The Common, Southwold

Present: Jane Ackroyd (Vice Chairman), Peter Gibbs (Hon. Treasurer), Judith Botten, Ben Marriner, Sue Tayler, Barry Tolfree, Vivien Tolfree (Hon. Secretary)

and 44 members

Guest: Mark Sterling

Our President, Margaret Chadd, opened the meeting by welcoming everyone, and expressed our sadness that Sidi is not able to be with us as she is unwell.

Apologies for absence: Apologies were received from Sidi Scott who has resigned as Chairman due to ill health, David Bunkell and 26 members.

1. **Minutes of the Annual General Meeting 2017:** The minutes of the meeting were accepted and signed.
2. **Matters arising:** No matters arising.
3. **Reports:**
 - i. **Chairman's report:** Jane reported that sadly Sidi has resigned as Chairman, and then went on to read out a letter to the Friends from Sidi in which she told us this was her 'curtain call' but that we would always have her support. She is optimistic for us for the future and trusts that our social events will provide us with valuable income. Jane went on to say though Sidi is an impossible act to follow, she is willing to act as Chairman for the moment and on behalf of us all sends our love and best wishes to her. She went on to talk of the bursaries, which are close to Sidi's heart, and that musicians Penelope Carter and Francesca Warren, both bursary winners, would be performing at this year's Arts Festival. She spoke of the importance of smaller events during the year to raise funds and although there is the Showbiz Quiz, and now a wine and cheese event, courtesy of Adnams and Slate she said we'd love these events to be a little less Southwold-centric. So if any Aldeburgh friends fancied getting an event together that would be terrific. She thanked Peter Gibbs who is retiring after 12 years as Treasurer for all his work, Margaret Tabor our diligent Membership Secretary, and Warwick Cross for all his work bringing out the FESPA news.
 - ii. **Treasurer's report:** The accounts were pre-circulated. Peter reported that sadly the membership was down by 30. He thanked Jack Storer, our auditor, who is now 100, and has decided to retire. James Rand has kindly agreed to take this on.

Peter proposed James Rand as auditor, seconded by David Goodman – carried.

Acceptance of the accounts was proposed by James Rand seconded by Pat Goodman – carried.

- iii. **Bursaries:** David Bunkell's report was circulated to the meeting with details of the 8 recipients in 2017. A total of £5,750 was awarded making an overall total of £48,750 awarded since the bursary scheme began.

5. Election of Trustees

Nominations for trustees are:

Warwick Cross, proposed by Barry Tolfree seconded by Pip Guest – carried.

Nominations for officers are:

Vice-Chairman: Jane Ackroyd proposed by Viv Tolfree seconded by Pat Goodman – carried

Treasurer: Margaret Tabor proposed by Peter Gibbs seconded by Warwick Cross – carried

Secretary: Viv Tolfree proposed by Sidi Scott seconded by Sue Doy - carried

6. Mark thanked FESPA for their valuable support. He then acknowledged the difficulties which had been encountered by people trying to book tickets for the coming season, and apologised assuring us that the box office was now fully staffed and that the backlog was being dealt with. He explained the financial restraints on the Company after a difficult year and this was the reason for the season having 4 plays instead of 5. He gave us an outline of the plays selected and told us of the actors who would be coming up for the season, which we all look forward to.
7. **Any other business:** No other business.
8. **Meeting closed.**

REVISED PRIVACY POLICY 2019

Personal information about FESPA members is held on a database and consists of a minimum of name, address, date of joining, whether subscriptions are up to date or pending, whether Gift Aid applies and whether newsletters can be delivered by hand. If members have optionally supplied telephone number and/or email address these are also stored. A member's entry may also include brief relevant memoranda such as recent change of status, address or surname.

The data are held and maintained by the current FESPA database manager and used to keep track of membership/subscription status, to address envelopes and send emails containing information relevant to FESPA members. Limited parts of the data (viz: Name and Current Membership Status only) are accessible to participating theatre company box offices to confirm eligibility for ticket discounts offered to FESPA members, unless the member opts out of such data-sharing. The information is not shared with any other organisations or individuals. At any time, a member can request to see the information we hold on them, require us to correct errors or update contact details, withdraw their consent for us to hold and process any or all the data, by contacting the database manager at the address below. If a member asks us to erase their membership record entirely, their membership will cease.

Personal information is held on members only while their membership is valid and is deleted if they fail to pay their subscription for more than a year after it falls due or if they resign or if we are informed of their death.

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