



THE ARTS SOCIETY ARUN
THIRTY-EIGHTH ANNUAL GENERAL MEETING
held at 10am on Tuesday 10th November 2020
AGENDA

- 1 Chairman's Welcome.
- 2 The President and Committee Members :

Mrs Heather Normand	President
Mrs Pat Willcox	Chairman
Mr Don Richardson	Treasurer
Mrs Edie Desmond	Secretary
Mrs Carolynne Hazlehurst	Programme Secretary
Mrs Miek Bell	Visits Secretary
Mrs Liz Atkins	Membership Secretary
- 3 To adopt the Minutes of the Thirty-seventh Annual General Meeting held on Tuesday 16 July 2019.
(Proposed by Mrs Sue Richardson and Seconded by Mr Hugh Hazlehurst)
- 4 To adopt the Special Resolution: To approve the change of the financial year from 31 March to 31 December and amend the Constitution accordingly.
(Proposed by Mr Don Richardson and Seconded by Mrs Pat Willcox)
- 5 To receive the Chairman's Annual Report.
(Proposed by Mr Christopher Normand and Seconded by Mrs Gudrun Waple)
- 6 To receive and adopt the unaudited accounts for the year ended 31 March 2020 on the basis that audited accounts will be produced at 31 December 2020 to cover the 21 month period 1 April 2019 to 31 December 2020. (Proposed by Mr Don Richardson and Seconded by Miss Willa Hislop)
- 7 To extend the appointment of Mr Colin Goddard as financial examiner to cover the period to 31 December 2020 and to re-appoint him for the ensuing year
(Proposed by Mr Don Richardson and Seconded by Mrs Marian Ramble)
- 8 Nominations to the Committee:

Mrs Miek Bell as Chairman	
Proposed: Mrs Heather Normand	Seconded: Mrs Riitta Scantlebury
Mrs Margaret Overington as Joint Membership Secretary	
Proposed: Mrs Gillian Baxter	Seconded: Mrs Edie Desmond
Ms Julie Dawe as Joint Membership Secretary	
Proposed: Mrs Kate Johnson	Seconded: Mrs Gill Partington
- 9 The following Members offer themselves for re-election en bloc:

Mr Don Richardson	Treasurer
Mrs Edie Desmond	Secretary
Mrs Carolynne Hazlehurst	Programme Secretary

(Proposed by Mrs Chrissy Blakeman and Seconded by Mr Tony Willcox)
- 10 Farewell to Pat Willcox and Liz Atkins
- 11 Date of the next Annual General Meeting: **Tuesday 16 November 2021.** (If held before the lecture)
- 12 Close of Thirty-eighth Annual General Meeting.

THE ARTS SOCIETY ARUN

Notice of a Special Resolution to amend the dates of our financial year at the Annual General Meeting to be held on Tuesday 10 November 2020.

The Committee would like to take advantage of the pause in proceedings forced on us by the Covid 19 situation to change the accounting year end from 31 March to 31 December to bring us in line with other Art Societies.

The amendment we are proposing and are asking you to vote for at the AGM is to change Clause 7a of the Society's Constitution that currently reads as follows:

7 Financial Year

- a) The Society's financial year shall end on 31 March in every year.

The Committee is proposing to amend this clause to read:

7 Financial Year

- a) The Society's financial year shall end on 31 December in every year.

THE ARTS SOCIETY ARUN

The Thirty-eighth Annual General Meeting 10.00am on Tuesday 10 November 2020 VOTING FORM

You are encouraged to appoint a proxy and to vote on the following matters:

- 1 Approval of Minutes of the AGM held on Tuesday 16 July 2019
- 2 To adopt the Resolution amending the dates for the financial year from 31 March to 31 December
- 3 To receive and adopt the Chair's Annual Report
- 4 To receive and adopt the interim accounts for the year ended 31 December 2019
- 5 To extend and re-appoint Mr Colin Goddard as financial examiner for the ensuing year
- 6 Appointment of Mrs Miek Bell as Chair
- 7 Appointment of New Members to the Committee
- 8 Re-election of the remaining Committee Members en-block

In order to appoint your proxy:

Please email arun@theartsociety.org instructing the Chair to record your proxy instructions.

To exercise your vote:

Using the numbers 1-8 of the voting matters above, please indicate your voting preference in the body of your email by signalling Yes (Y), No (N), or Abstain (A).

If you do not have email then you can also complete this form and post to: The Arts Society Arun, 7 Elm Avenue, East Preston, BN16 1HJ.

If we do not hear from you we will presume acceptance of all items.

Please Complete: First Name..... Surname.....
Membership Number.....



Minutes of the Thirty-Seventh Annual General Meeting Held at 10.00am on Tuesday 16 July 2019

- 1 The Chairman, Mrs Gillian Baxter, welcomed the members to the 37th Annual General Meeting held on Tuesday 17 July ²⁰¹⁹2018 and pointed out the fire exits in case of an emergency and asked that members should congregate at the far end of the car park.
- 2 **Apologies for Absence:** Apologies were received from her Grace The Duchess of Norfolk and Angela Fisher. The Chairman notified the members that the Duchess would be standing down from her role as our Patron from this AGM and the Society is actively looking for someone to take her place. Our thanks were given for her service to the Society.
- 3 **Introduction of the President and Committee Members by the Chairman.**

Mrs Heather Normand	President
Mrs Gillian Baxter	Chairman
Mr Don Richardson	Treasurer
Mrs Pat Willcox	Secretary/Heritage Volunteers Representative (Vice Chair)
Mrs Margaret Maroney	Ticket Secretary
Mrs Carolynne Hazlehurst	Programme Secretary
Mrs Miek Bell	Visits Secretary
Mrs Liz Atkins	Membership Secretary
Mrs Edie Desmond	Social Secretary
Mrs Pam Childs	Young Arts Representative
Mrs Riitta Scantlebury	Hall Organiser
- 4 **Adoption of the Minutes of the 35th Annual General Meeting held on Tuesday 17 July 2018**
Proposed by Mrs Mascha Richards and seconded by Miss Ann Wickenden . Agreed The Chairman then signed the minutes.
- 5 **To Receive the Chairman's Annual Report**
The Chairman said the report had been circulated with the AGM papers and asked for it to be adopted. Proposed by Mrs Doreen Teale and Seconded by Mrs Fiona Stephens. Agreed.
- 6 **To Receive and Adopt the Audited Accounts for the year ended 31 March 2019**
The Treasurer, Mr Don Richardson, introduced the account for the year ending 31 March 2019 which had been audited and certified by Mr Colin Goddard. He explained that the operating surplus of £1,726.16 was mainly from unbudgeted income and deferred costs and after due consideration a decision had been taken to increase the membership subscription from £37 to £39. There had been no increase the previous year. The breakdown of the subscription was £13 Lecture Fees, £4 Hall costs and £16 Affiliation Fees and Area fees. Therefore £33 was fixed, and £6 to run our organisation seems not unreasonable. The general reserve balance provided us with a cushion of 9 months operating costs. There being no questions submitted he asked for the accounts to be adopted. Proposed by Mr Tony Jones and seconded by Dr John Evans. Agreed.

7 To Re-appoint Mr Colin Goddard as Financial Examiner for the ensuing year.

Mr Colin Goddard had agreed again to be the financial examiner for the coming year. Proposed by Mr Hugh Hazlehurst and Seconded by Mrs Willa Hislop. Agreed.

8 Nominations to the Committee

Mrs Pat Willcox as Chairman

Proposed by Mrs Edie Desmond and Seconded by Mrs Gillian Baxter. Agreed

Mrs Edie Desmond as Secretary

Proposed by Mr Don Richardson and Seconded by Mrs Carolyn Hazlehurst. Agreed.

Angela Fisher as Committee Member

The members had no objection to the vote being taken in absentia.

Proposed by Miss Willa Hislop and Seconded by Mrs Susan Richardson. Agreed.

9 Re-election of the Officers and Committee en bloc. The Chairman handed over to The President, Mrs Heather Normand, who conducted the re-election of the Officers and Committee en bloc.

Mr Don Richardson	Treasurer
Mrs Margaret Maroney	Tickets Secretary
Mrs Carolyn Hazlehurst	Programme Secretary
Mrs Liz Atkins	Membership Secretary
Mrs Miek Bell	Visits Secretary
Mrs Pam Childs	Young Arts Representative

Proposed by Mrs Marian Ramble and Seconded by Mrs Anne Niven. Agreed.

10 Farewells

Mrs Gillian Baxter started out as a floating member of the Committee but very soon took over as Membership Secretary on which she worked for two years; she then served as our Treasurer for two years before becoming Chairman 2 years ago.

Mrs Riitta Scantlebury has served as Young Arts Representative for the past 6 years and has kept us informed about the inspiring of the next generation in the arts.

The President thanked them for their service and presented them with gifts as a token of our appreciation and in recognition of their meticulous and hard work.

11 Date of the next Annual General Meeting.

The Date of the next AGM will be Tuesday 21 July 2020 at the Woodlands Centre, Rustington.

12 Tuesday 16th July 2019 at the Woodlands Centre, Rustington.

There being no further business the President closed the 37th Annual General Meeting.

Signed.....

Dated

THE ARTS SOCIETY ARUN

CHAIR'S REPORT - NOVEMBER 2020

I think it is safe to say that the past year and a half has been like no other as we started off in the usual way and ended up in a completely different world. The Coronavirus pandemic has impacted on all of our lives. I would like to extend the Society's thanks to the small committee team, our President Heather Normand and our Webmaster for their tremendous efforts to keep the Society active and welcoming in very difficult circumstances. The learning curve was very steep for all of us and the time and effort needed to cope with the ever changing landscape and uncertainty was considerable. The Arts Society is to be commended for the speed in which they set up the "Connected" website to keep us all in touch with each other and the arts.

Honorary Treasurer: Don Richardson has managed our financial situation with accuracy and professionalism whilst dealing with all the changes to our income and expenditure over the past few months. As your membership was extended to the end of this year he is proposing to take this opportunity to change our financial year to a calendar one beginning in January 2021, and a special resolution is being put forward for you to vote on at this AGM. This will bring our accounting period in line with other Societies.

Honorary Secretary: Edie Desmond has provided us with an excellent service. She has provided us with a schedule of work and makes sure, in the nicest possible way, that we all meet our deadlines. She works with care and precision and the support she has provided to me and to the team is invaluable.

Programme: Carolyne Hazlehurst has presided over a year with two parts. We had five lectures 'in person', including the very entertaining Rupert Toovey on the wonderful artists of Sussex; his reflection on "poor St Ives" amused us. There was an outstanding lecture from Bertie Pearce where we learnt about Charles Dickens' life and his characters delivered with great drama and panache. Word went out and we had an upsurge in applications for membership of the Society. Then came lockdown! It took some time for a new way of working to be tried and tested but in July we had our first Zoom lecture with Peter Medhurst. This was a treat as he was able to play to us from his own music room on various historic keyboards. Carolyne has spent an inordinate amount of time since re-organising our current programme and booking speakers for 2021 ensuring that they are able to deliver in person or via Zoom. The quality and variety of talks is still as high as ever and the incredibly competent and knowledgeable lecturers of The Arts Society are to be commended for their willingness to develop new working practices so quickly. We have a very exciting programme for you in 2021.

Visits: Miek Bell took a coach party to Windsor Castle in December 2019 when all the staterooms were open and the Christmas decorations were up. It was a marvellous trip which everyone thoroughly enjoyed. Following lockdown she was faced with the unenviable task of dealing with the effects of the coronavirus on venues when the uncertainty factor meant that each trip was 'on' and 'off' several times. Eventually the remaining visits programme was cancelled. There is still no certainty in arranging visits, but where we can do them safely - for example on self-drive outings to Covid proof venues - we shall do so.

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Membership: Despite everything our membership has stayed high and Liz Atkins our Membership Secretary has been receiving a steady stream of applications for membership all year. She is standing down this year after six years of service to the Society. She has our grateful thanks for all her hard work and dedication. Two members have come forward to take on the role on a joint basis, and you are being asked to confirm their appointments at this meeting.

Arts Volunteering:

Young Arts - The Society sponsored an excellent drawing workshop for the 5th and 6th formers at The Angmering School with visiting artist Ian Murphy. His work which is a combination of texture and architectural detail has appeared on GCSE and A level exam papers in recent years. The day was fast paced and the quality of work produced was excellent. Planning for a new arts project in Ferring School was curtailed and this will be resumed as circumstances permit.

Heritage Volunteers - The Heritage Volunteers at Arundel castle were very excited to be asked to move on from cleaning the Estates records to boxes of deeds dating from 1200 - 1700. After receiving training from the castle archivist on how to handle these fascinating documents sadly we only had a few weeks working on them before lockdown arrived. These will be waiting for us when we return, but this is unlikely to be before the spring of 2021. The making of Tyvek covers for costumes and shoes at Worthing Museum came to successful conclusion at the beginning of the year

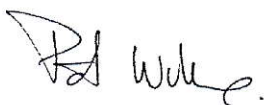
Church Recording - The Church Recording Group completed the recording of St Mary Magdalene in Lyminster and the record is going through the moderation process before being published. There were only a few visits to the new church - St Nicholas in Arundel - before the work had to be halted.

I would like to thank all the Society members who volunteer month after month to help at the lectures; serving refreshments, registering and welcoming members and managing the technical side of the meeting. Your contribution is much appreciated. Let's hope we will be able to meet and socialise in person sometime next year.

My best wishes to Miek Bell who takes over as Chair for the 2021 season. Many thanks are due to the committee team who have remained caring, enthusiastic and supportive through these 'interesting times' and have retained a sense of humour throughout. Thank you also to all the members who have kept in touch - your feedback has lifted our spirits in a time when we were missing our monthly get together.

This is a very difficult time for the arts in this country so I hope you will continue to support us and the arts by remaining members of the society.

Best wishes,



Pat Willcox
Chair

Treasurer's Report

The unaudited accounts for the year ended 31 March 2020 are presented. The Committee decided to take advantage of the pause in proceedings forced on us by the covid 19 situation to change the accounting year end from 31 March to 31 December to bring us in line with other Art Societies. Approval of the change is sought by resolution at the AGM.

The accounts for the year ended 31 March 2020 show an operating surplus of £1,651.13 (2019 £1,726.16). The decision has been taken to allow the 2019/20 subscription to run through to the end of the year (31 December 2020).

Accounts will be produced at 31 December 2020 to cover the 21 month period from 1 April 2019 through to 31 December 2020. These accounts will be presented for audit. The accounts thereafter will be prepared annually for the 12 month period 1 January to 31 December.

Reserves at 31 March 2020 were £15,868.57 (31 March 2010 £14,217.44). This comprises the IT Reserve £1,860.44, the Church Recording Reserve £976.72 and the General Reserve £13,031.41 (which represents approximately 9 months cover against normal running costs)

Gift Aid forms will not be sent out this year unless requested by members as the previously signed forms are still valid.

Questions regarding the accounts should be submitted by email to arun@theartssociety.org by 3 November 2020



Don Richardson,
Treasurer
25 September 2020

THE ART SOCIETY ARUN
Accounts for the year ended 31 March 2020

	Year to 31 March 2020 (unaudited)	Year to 31 March 2019
Income		
Subscriptions	10,450.40	9,913.30
Guest Donations	535.00	457.00
Fares Pool	39.60	128.15
Visits and Study Day	Note 1 6,898.00	5,755.50
Gift Aid	0.00	104.00
Raffle	370.00	553.90
Catering Income	276.07	249.10
Other	277.40	200.15
	<u>18,846.47</u>	<u>17,361.10</u>
Expenditure		
Lecturer's Fees	(3,305.00)	(3,623.00)
Lecturer's Expenses	(274.75)	(513.45)
Hall Hire	(512.50)	(497.50)
Hall set up costs	(300.00)	(180.00)
IT equipment costs	(800.94)	(87.72)
National Association Fee	(3,698.40)	(3,618.00)
Sussex Area Assoc. Fee	(56.70)	(56.70)
Fares Pool contribution	(140.00)	(140.00)
Insurance	(127.00)	(115.00)
National / Area Meetings	(214.00)	(218.15)
Sundries (Inc. Retirement & Christmas gifts)	(464.88)	(322.88)
Administration	(152.96)	(234.99)
Donations West Dean - Sussex Area Bursary	0.00	(150.00)
Donations Young Arts	(400.00)	0.00
Visits and Study Day	Note 1 (6,468.17)	(5,440.12)
Catering Expenditure	(76.69)	(68.40)
Raffle prizes	(138.88)	(150.30)
Church Recording	(64.47)	(218.73)
Total Expenditure	<u>(17,195.34)</u>	<u>(15,634.94)</u>
Profit	<u>1,651.13</u>	<u>1,726.16</u>
BALANCE SHEET as at 31 March 2019		
	31 March 2020	31 March 2019
Debtors	Note 2 50.00	156.05
Bank and Cash		
Lloyds Bank	15,652.12	15,067.44
Cash	320.45	96.50
Catering Cash Float	20.00	20.00
	<u>15,992.57</u>	<u>15,183.94</u>
	<u>16,042.57</u>	<u>15,339.99</u>
Creditors	Note 3 (174.00)	(354.55)
Receipts in Advance	Note 3 0.00	(768.00)
	<u>(174.00)</u>	<u>(1,122.55)</u>
	<u>15,868.57</u>	<u>14,217.44</u>
Reserves as at 31 March 2017		
	Note 4	
Capital Account	13,031.41	11,380.28
Church Recording Reserve	976.72	976.72
IT Reserve	1,860.44	1,860.44
	<u>15,868.57</u>	<u>14,217.44</u>

Chairman

Treasurer

Sheila Chavira
25 September 2020.

P. W. H. .
26 September 2020

These accounts are unaudited

THE ART SOCIETY ARUN
Accounts for the year ended 31 March 2020

	31 March 2020	31 March 2019		
Notes to the Accounts				
Note 1 Visits & Study Days				
Income	6,898.00	5,755.50		
Expenditure	<u>(6,468.17)</u>	<u>(5,440.12)</u>		
	<u>429.83</u>	<u>315.38</u>		
Note 2 Debtors				
Worthing Coaches	50.00	0.00		
Guest Donations March	0.00	72.00		
Fares Pool refund	<u>0.00</u>	<u>84.05</u>		
	<u>50.00</u>	<u>156.05</u>		
Note 3 Creditors				
Champs Hill refunds	42.00	0.00		
Royal Albert Hall refunds	132.00	0.00		
Rustington PC Hall Hire Special Interest Day	0.00	190.75		
Rustington PC Hall Hire March meeting	0.00	79.75		
C Hazlehurst travelling expenses	0.00	60.00		
Gillian Baxter	0.00	24.05		
Receipts in advance	<u>0.00</u>	<u>768.00</u>		
	<u>174.00</u>	<u>1,122.55</u>		
Note 4 Reserves				
	Capital Account	Church Recording Reserve	IT Reserve	Total
Balance at 31 March 2019	11,380.28	976.72	1,860.44	14,217.44
Profit	1,651.13	0.00	0.00	1,651.13
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Balance at 31 March 2020	<u>13,031.41</u>	<u>976.72</u>	<u>1,860.44</u>	<u>15,868.57</u>