



## Minutes of SHADDO AGM

Thursday 20<sup>th</sup> April 2017 at The Shoulder of Mutton, Playhatch

### Present

Pip Collings, Peter Crowther, Beryl Lawson, Frederic Lawson, Pam Hudgell, Neil McAdam, Gareth Jones, Angela Jones, Becky Ilderton, Ricky Knight, Charlotte Linsell, Henry Loud, Mark Manson, Phil Johnson and Rosemary Appleby.

Nigel Piercy and Richard Bodenham joined the meeting

### Apologies

Hilary Tucker, Neil George, Neill Wilkinson, Cheryl Milne, Charmaine Wood, Liz James, Terry James, Rebecca Strong, Pam Hutchings and Shirley Cooke

### Adoption of chair for the meeting

Peter was elected as chair for the meeting.

### Election of officers, committee and auditor

#### Officers

Chair Pip

Secretary Peter

Treasurer Gareth

Vice Chair Neil Mc

#### Committee

Phil, Henry, Becky, Cheryl, Liz, Simon, Neill W and Rosemary

#### Auditor

Neil McAdam

As there were no other nominations all these persons were duly elected.

### Chair's report on behalf of Executive committee 2016 – 2017

In Liz's absence, Pip gave a brief report. It had been another good year and she praised Ellie and Simon for their production of the pantomime. It had been good to see so many young people involved and the addition of the dancers had added to it.

Taking the production to the Lashbrook Care home had been a new venture which had been very worthwhile and it was suggested that this should be mentioned on next year's programme.

Terry and Liz hosted the BBQ which had been very successful. It was suggested that next year a video clip could be posted on The Henley Herald.

## **Treasurers report for 2016 – 2017**

Gareth presented his report (copy attached below).

The finances were looking good and the pantomime had been the best financially. The programme sales were up. For the first time, the matinee had been a sell-out. It was felt that the value of the tickets didn't affect the size of the audience as the Thursday, with £5 tickets, hadn't been full and should be looked upon as a preview night.

The subs. were well up on last year and Gareth had found a lower level of cover for the insurance as he thought that we were paying for cover that we didn't need.

Phil thanked Gareth for the clarity of his accounts and for keeping control of the costs when finances were less sound.

### **AOB**

Gareth spoke about Liz Thomas' garden and that there were three people mainly involved in its upkeep, himself, Marie Davidson and Sharon Irons. Recently the hall committee had installed a soak away which was having the effect of drying out the ground and he suggested having a rota of members to take their turn in looking after the garden to keep it healthy. This was agreed and he will send out an e-mail asking for names.

Gareth felt that the level of subs. should be kept under review as the scheme proposed last year meant that some supporters are happy pay £10. The full membership fee is £15 fee. He suggested we define different categories of members, supporters and friends for the purposes of fees and mailings. This will be discussed at committee.

With the finances being more sound, there were suggestions of what could be bought that would help in the productions. There were five mentioned:

- Audio visual equipment for the green room
- Metal props for the stage extension
- Wooden floor on the hall stage
- Lights at the back of the stage
- Costume storage

It was also suggested having a backdrop halfway down the stage and Phil thought it was worth having a professional survey done – he'll look at the costs for this over the next month or so.

Angela had been asked by Charmaine if SHADDO would have another dressing up stand at the Shiplake Village Picnic day at the memorial Hall. It was agreed this had been a useful and enjoyable exercise and should be repeated.

Peter congratulated Rosemary and Ricky on being the most loyal Play Reading supporters! He said that there had been 6 play readings which had been most enjoyable. They were:

- Maurice (Dancing) by Michael Snelgrove
- Albert's Plot by Bob Hartwell
- Johnny Don't Jump by Alan Ogden

Happy Birthday Me by Simon Williams  
Absolute Discretion by Stewart Auty  
Blue Suede Shoes by Diana Raffle

The next one is scheduled for Monday 8<sup>th</sup> May at The Baskerville Arms from 7.30pm. He was thanked for organising them.

## **Open Meeting**

### Performances

Becky proposed a cabaret evening including a one act play together with a variety show where individual members could show their talents, be it singing, reciting, magic, dancing etc.. A charge of £10 was suggested. The audience would sit round tables and there would be a bar and nibbles, or bread and cheese. The 23<sup>rd</sup> of September was a date suggested with a rehearsal on 16<sup>th</sup> September at the memorial Hall. Pip offered to co-ordinate the different acts. Neil offered to produce the one-act play. Becky suggested a title of 'SHADDO Show and Tell'

### Panto

Pip asked members to consider putting themselves forward to direct the pantomime next year. It was suggested we cast the pantomime earlier in the year to enable us to sort out the script and music before we start rehearsals. To be discussed at next committee meeting.

Neil Mc had a script for 'Alice in Wonderland' which looked promising.

### Events

Phil offered to host the BBQ this year and he will set a date soon.

It was suggested that we should arrange a trip to a local theatre production for SHADDO members and supporters. Possible venues include:

Kenton Theater  
Wargrave Am Dram Group  
Woodley Am Dram Group  
Chilton Players  
Sonning Mill

Neill W had previously said that he would organise a visit to the Magic Circle and we await a suitable date.

The next Committee meeting will be on 4<sup>th</sup> May at 5 Brocks Way, Shiplake RG9 3JG.

The meeting closed at 9.40.

## SHADDO AGM 2017 Treasurer's Report

We ended the year with a very healthy £6,168.79 on the books, including £292.30 for the Liz Thomas Garden. We have no major upcoming expenditure so this represents a comfortable level above the £3,000 that I take as our minimum safe level and gives us the new challenge of deciding what best use to make of all the cash in the bank!

A summary of our income and expenditure for the year is shown below.

<b>SHADDO Income &amp; Expenditure</b>		<b>2016 / 17</b>	
<b>Income:</b>			
Subscriptions		£	504.00
Productions			
Pantomime	£1,692.38	£	1,692.38
Miscellaneous			
Services	£ -		
Bank Interest	£ -	£	-
		£	2,196.38
<b>Expenses:</b>			
Purchases:			
Backdrop	£ 176.94		
Donation to SMH (Zarges ladder)	£ 150.00		
Storage Cupboard (lighting)	£ 51.73	£	378.67
Social events:			
AGM	£ 75.00		
BBQ	£ -	£	75.00
Administrative & General:			
Insurance	£ 281.51		
Subscriptions (to NODA)	£ 72.00		
Website	£ 54.85	£	408.36
Garden:			
Accessories	£ 24.38	£	24.38
		£	886.41
<b>Net Income</b>		<b>£</b>	<b>1,309.97</b>
<b>Opening Balance 1 March 2016</b>		<b>£</b>	<b>4,858.82</b>
<b>Net Income</b>		<b>£</b>	<b>1,309.97</b>
<b>Closing Balance 28 Feb 2017</b>		<b>£</b>	<b>6,168.79</b>
<b>Accruals:</b>			
<b>Uncleared Payments</b>			
Nil		£	-
		£	-
<b>Cheques issued but not yet cashed</b>			
Shiplake Scouts	£ 150.00		
Charmaine Wood (props)	£ 42.86		
Neill Wilkinson (Set)	£ 37.88		
		£	230.74
<b>CURRENT BALANCE SHEET</b>			
Cash		£	-
At Bank (statement 57)		£	6,399.53
Net accruals		-£	230.74
		£	6,168.79

Our main revenue generator was the Pantomime, which was our most financially successful panto so far! It generated net revenue of £1,692 (the equivalent figure for 2016 is £1,510), through a combination of increased ticket and programme sales and reduced spend (mainly on costume and props). A ticket sales analysis and the accounts for the panto are attached.

Our other main source of income is our subscription fees. Thanks to a significant increase in rates agreed at last year's AGM and Hilary's assiduous efforts in collection, subscription revenue increased to £504 (from £360).

On the expenditure side we bought a new backdrop again this year (though we didn't use it!), we joined with the Memorial Hall in purchasing a combination ladder and we built a new equipment storage cupboard.

We have reduced our annual insurance costs by around £80 a year, but other admin costs remain broadly the same.

Finally, I'd like to thank Neil McAdam for his gentle guidance on good bookkeeping and for auditing the accounts.

### Pantomime – Sales Analysis and Accounts

<b>Pantomime Jan 2017 - Sales analysis</b>					
<b>Show</b>	<b>Seat price</b>	<b>Seats available</b>	<b>Seats sold</b>		<b>Seat Value</b>
Thursday evening	£5	140	65	46%	£325
Friday evening	£10	145	135	93%	£1,350
Saturday Matinee	£8	145	145	100%	£1,160
Saturday evening	£10	145	126	87%	£1,260
					<b>£4,095</b>

<b>Pantomime Jan 2017 (Snow White)</b>			
<b>Income</b>			
Ticket Sales:			
Advance Sales		£ 1,242.00	
Shop Sales - Shiplake		£ 1,186.00	
Shop Sales - Binfield Heath		£ 875.00	
Door Sales		<u>£ 858.50</u>	£ 4,161.50
Programmes			£ 153.75
Bar sales (net)			<u>£ 635.85</u>
			<b>£ 4,951.10</b>
<b>Expenses</b>			
Licence			£ 245.00
Publicity			£ 290.08
Rehearsal/Performance Facilities			£ 1,444.17
Production:			
Stage & Set		£ 391.96	
Costume & Make-up		£ 303.91	
Props		£ 61.00	
Sound & Lighting hire		<u>£ 356.88</u>	£ 1,113.75
Admin & General:			
Printing scripts		£ 45.50	
Gifts		£ 48.90	
Refreshments		£ 59.33	
Cash Box		<u>£ 11.99</u>	£ 165.72
			<b>£ 3,258.72</b>
		<b>Net Proceeds</b>	<u><u>£ 1,692.38</u></u>