



Minutes of SHADDO AGM held on Tuesday 3 May 2022 at the Baskerville, Shiplake

Present:

Gareth Jones, Angela Jones, Charmaine Wood, Hilary Tucker, Neill Wilkinson, Cheryl Milne, Pip Collings, Eleanor Garnett, Becky Ilderton, Peter Crowther, Fiona Cooke, Liz James, Allen Appleby, Terry James, Rosemary Appleby, Ashley Wright, Chris Irons, Pam Hudgell, Joanne Stone, Beryl Lawson, Henry Loud (via Zoom), Harriet Thomas (via Zoom), Simon Goldthorpe

In attendance:

Carl Lawson

Apologies:

Neil McAdam

1. Adoption of chair for the AGM

Cheryl was unanimously elected to act as Chair for the AGM.

Cheryl started by welcoming everyone to the meeting and thanking them for attending.

2. Election of Executive Committee Members and Officers for 2022-23

A list of nominations received by Hilary (Secretary) in advance of the AGM had been posted on the SHADDO website and a copy of the list is annexed to these minutes. There were no further nominations from the floor.

In accordance with the above, the nominees were proposed, seconded and unanimously elected.

The Executive Committee for 2022-23 will therefore be as follows:

Position	Name
Chair	Cheryl Milne
Vice-Chair	Henry Loud
Secretary	Hilary Tucker
Treasurer	Gareth Jones
Committee Member	Angela Jones
Committee Member	Neill Wilkinson

It was noted that this was a smaller Committee than usual and that, in accordance with the Constitution, there were vacancies for up to six further Committee Members. It was further noted that additional Committee Members could be appointed by the Executive Committee to fill these vacancies during the year, so everyone was encouraged to consider whether they would like to join the Committee and, if so, to let a member of the current Committee know (or indeed to contact a member of the Committee if they had any questions about the role before deciding).

3. Chair's Report for 2021-22 on behalf of the Executive Committee

Cheryl delivered this report in her capacity as SHADDO Chair and a full copy of the report is annexed to these minutes.

Cheryl stressed the “community” aspect of SHADDO and the importance and value of members’ involvement in the organisation of events. This would be particularly crucial this year in the light of the reduced size of the Committee.

4. Treasurer’s Report for 2021-22 on behalf of the Executive Committee

Gareth delivered this report in his capacity as Treasurer and a full copy of the report is annexed to these minutes.

A copy of the associated Balance Sheet (Cash Balance) and Income and Expenditure for 2021-22 is also annexed to these minutes.

Gareth stressed that, despite the ongoing impact of COVID and no performance revenues (apart from performance fees), the Society had still ended the year in a relatively strong financial position with £6368.12 in the bank. Total expenditure for the year had been £1466.67, composed primarily of rehearsal costs for the cancelled winter production and SHADDO’s general running costs, including insurance and NODA membership.

Gareth did however stress that the Society will face increasing costs during this forthcoming year and in subsequent years, not least for performance facilities, hence the need to carefully consider how money is raised and spent going forward. The above matters are all explained in the attached AGM documentation.

Neil McAdam was thanked for his ongoing work as examiner of the Society’s accounts.

5. Discussion of SHADDO financial issues and future events

This section of the AGM consisted of a PowerPoint presentation and discussion with all members present at the AGM.

It was emphasised that the slides were intended to inform consideration and comments from members, so that members’ views could be taken into account when the Committee made decisions over the forthcoming year. The views of members would also be welcomed after the meeting, as well as during the AGM, and those present were asked to send their views to the Committee after the meeting if they had further points to add, as these would be very welcome.

The presentation and discussion covered the following areas:

Slide 1	Future financial considerations	Cheryl talked through the points on the slide. The key point is that 2023 Panto costs are likely to increase by about £1,100 mainly due to the increased fees for Memorial Hall hire
Slide 2	Impact and Opportunities	Cheryl talked through this slide which contains ideas for reducing costs and increasing revenue
Slide 3	Reducing costs	Gareth talked through this slide. The key point is that there is little scope for significantly reducing costs without impacting the production quality of SHADDO performances.

Slides 4 & 5	Raising Pantomime ticket prices / seating layouts	Gareth talked through these slides. Slides 4 and 5 contain various Pantomime pricing and seating scenarios. There was a detailed discussion at the meeting about increasing ticket prices and possible levels of pricing, including an examination of prices charged for other local productions. The overall view was that ticket prices would need to increase from the current levels charged, but that it might be necessary to make provision for concessionary tickets for families and children. Comments included taking care that high ticket prices did not put people off, particularly families and making sure that the production did not become "exclusive" for some due to high ticket prices. Other suggestions included a "relaxed" performance prior to the first night with lower ticket prices, family tickets and possibly a Sunday matinee or a further Saturday performance.
Slide 6	Membership fees	Hilary talked through this slide which contains considerations around the issue of membership structure, membership fees and performance fees. One idea for increasing income would be to re-introduce membership fees, either on their own or combined with performance fees. Several members spoke in favour of re-introducing membership fees, which were felt to have been at a very reasonable level in the past. A newer member commented that they had been surprised at the low level of fees payable in order to participate in SHADDO and would have been happy to pay more. Some felt that membership fees should have been retained. One comment was that it made members "feel involved" in the Society and its productions (even if they moved away from the area) and gave an "inclusive feeling" of belonging to a Society.
Slides 7 & 8	Fund raising events	Neill talked through this slide which contains ideas for other ways to raise funds through non-Panto types of events such as murder mystery evenings and plays. It was stressed that all these would require active involvement of members in leading and participating in organisation, publicity, catering etc. Several members suggested seeking SHADDO sponsors or patrons. Other suggestions raised at the meeting included a quiz night, a bingo night, a BBQ, using the Tesco "token" system to raise more funds and possibly applying for grant funding. It was also suggested that there might be some "fun" "non profit-making" events for members such as a theatre trip.
Slide 9	Fund raising event – "Play and Supper"	Ashley talked through this slide which concerns a specific proposal for a future event in September/October 2022. Ashley went through all the essential requirements for it to go ahead (these are outlined in full on the slide). She stressed that she would be happy to co-ordinate the event but that the involvement of members would be crucial (see below). Gareth offered to direct one of the short plays which would form part of the evening if it went ahead. Members were also asked to let Ashley and the Committee know if they would like to be involved in the "Play and Supper" event,

		<p>so that this could be given consideration, and viability established, in time for scripts to be selected and rehearsals to start. As outlined by Ashley and on the slide, the following would be required:</p> <ul style="list-style-type: none"> • Directors for each play; • A small production team; • A smallish cast; • A small publicity team; • A team to organise food and drinks.
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6. Determination of SHADDO subscriptions, fees and maximum performance fees for 2022-23

It was decided to set the maximum performance fee at £30.00 for the forthcoming year. This was approved by the meeting. The Committee would set performance fees for individual productions within this overall cap.

7. AOB

- Fiona advised that she was holding tickets for a musical performance by the West End singer Michael Sterling (who lives locally). He will be putting on a performance at the Shiplake Memorial Hall on 27 May.
- Pam reported that the next play reading evening would be held on 17 May 2022 and that further details would be sent out in due course.
- A proposal was made that we might make a formal tribute to Val Knight, a strong supporter of SHADDO (although not a member), who succumbed to Covid in 2021. It was noted that the community had raised a memorial to her in the grounds of the Shiplake Memorial Hall and that all SHADDO members had the opportunity to contribute to this. Discussion followed as to the ways in which SHADDO had formally recognised outstanding contributions to SHADDO and the Committee agreed to think about this further and to discuss this during the year.

The formal business of the meeting closed with thanks from Cheryl to all those present, by Zoom or in person, for both their attendance and their views.

ANNEXES ATTACHED

Annex 1	Chair's Report
Annex 2	Treasurer's Report
Annex 3	Income/Expenditure & Cash Balance for 2021-22

CHAIR'S REPORT, MAY 2022

Shaddo is a community of people of all ages who want to entertain others, pursue their interests and skills, have fun, and try things they haven't done before.

Since our AGM in 2021 we have:

- Continued our Zoom subscription and made the service available to members at their request.
- Hosted regular play readings at the Baskerville pub. These events have been well attended, with good feedback.
- Organised another entertaining walk over the Christmas period. This year the theme was 'musicals' and focussed on garden displays in Shiplake. Despite the unfortunate wind and rain which affected some of the displays the walk was popular amongst all ages and we received some great feedback. If you want to know more, the Shaddo website has lots of photos and they are available on our Facebook page.
- Had a big clear out of the costumes and props that are stored in the Memorial Hall Tower.
- Tended to the little memorial garden area by the Memorial Hall and replaced some plants.
- Continued to hold regular Committee meetings.
- Explored other options for productions / events, but decided that they were not viable.

The 2022 annual panto/winter production

At the beginning of Autumn 2021 we decided to press ahead with plans for a shortened and simplified winter production. We appointed a production/directorial team and cast for "Sleeping Beauty". A significant number of rehearsals took place in the Church Rooms and we even had one or two in the Memorial Hall. Things were going really well until the Delta strain of Covid put us back into lockdown. With a heavy heart the Committee decided that it would be pragmatic to postpone the January 2022 performances, due to the ongoing uncertainty about the impact of this new strain on both the performers, the backstage crew and the audience. The Committee considered whether the performances could be held on several other dates – but unfortunately it proved too difficult to agree a different date when the memorial hall, the cast and backstage crew would all be available.

Plans for a small production at the end of September 2022

The Committee decided that members may like to be involved in a show and supper evening at the end of September 2022 (possibly two short plays with a supper during the interval). We have provisionally booked the Memorial Hall, and need to decide in the near future, whether this would be viable. We are looking for directors, a production team and cast. The Committee cannot do this on its own, so please step forward if you are interested in being involved.

The 2023 annual panto/winter production

The Committee would like to go back to the more traditional type of production. We haven't started plans yet, but this needs to be the focus for the new Committee.

Summer social

During 2021 we put on a great garden party that was open to all members, and was well attended. We plan to organise something similar later in the summer of 2022. More information will be available through email and the website.

Thanks

I would like to take this opportunity to say a special thank you to members and friends who have been involved in the Shaddo events and the overall running of Shaddo during the past year. I'm reluctant to highlight anyone in particular in this report, but I hope that you know who you are. And I will try to contact you directly to say thank you.

Best wishes to all

Cheryl

Cheryl Milne
Chair, Shaddo



SHADDO AGM 2022 Treasurer's Report

We started the year with a strong balance of £7,428.11.

Our normal operating costs for insurance and NODA ([National Operatic and Dramatic Association](#)) membership were supplemented by the cost of a Zoom subscription for committee and general members' use. Overall operating costs for the year were £599.94.

In the hope that Covid would soon become insignificant we started preparations for a Christmas production. However, the resurgence of Covid infections at the end of the year forced a pragmatic decision to delay (and subsequently abandon) the production, leaving us with residual costs of £840.73 – mainly for rehearsal facilities.

We spent a further £26 on play readings and a Winter Walk event, leaving us with a total expenditure for the year of £1466.67.

The sole revenues for the year came from performance fees levied in anticipation of the Christmas production. When this production was cancelled all members were offered a refund but the vast majority generously chose not to request repayment but to donate their payments to SHADDO. (This will impact revenues for next year as SHADDO has promised in return to waive any equivalent individual performance fees due in the coming year.)

Taking into account the above costs and performance fee donations of £155 we have ended the year with a still significant balance of £6368.12.

Looking forward, although our bank balance is strong we are going to face increasing costs – not least for our performance facilities. The Shiplake Memorial Hall has been very significantly impacted by Covid and cannot afford to continue the generous preferential rates that SHADDO has enjoyed over the past years. In the coming year we will need to carefully consider our 'business model' – how we raise and spend money.

Gareth Jones

19 April 2022

ANNEX 3 Income/Expenditure & Cash Balance for 2021-22

Cash Balance		2021 / 2022	2020 / 2021
SHADDO Main Account			
Opening Balance 1 March 2021		£ 7,428.30	£ 7,791.32
Increase/decrease for the year		-£ 1,311.67	-£ 363.02
Closing Balance 28 Feb 2022		£ 6,116.63	£ 7,428.30
SHADDO Garden Account			
Opening Balance 1 March 2021		£ 251.49	£ 251.49
Increase/decrease for the year		£ -	£ -
Closing Balance 28 Feb 2022		£ 251.49	£ 251.49
	TOTAL	£ 6,368.12	£ 7,679.79
Made up of:			
Cash at bank (Statement 126)		£ 6,368.12	
Uncleared payments		£ -	
Uncleared receipts		£ -	
	TOTAL	£ 6,368.12	

Income / Expenditure		2021 / 2022	2020 / 2021
SHADDO Main Account			
Income:		£ 155.00	£ 1,200.00
Donations (Note 1)			
Expenditure:		£ 155.00	£ 1,200.00
Winter Production			
Facilities	£ 641.67		
Licence & Scripts (Note 3)	£ 95.38		
Publicity	£ 103.68	£ 840.73	
Other events			
Winter Walk	£ 20.00		£ 82.78
Play readings	£ 6.00	£ 26.00	
Donations	£ -	£ -	£ 1,000.00
Administrative & General:			
Insurance	£ 310.93		
Subscriptions (to NODA)	£ 72.00		
Zoom subscriptions (Note 2)	£ 161.63		
Awards	£ 35.99		
Misc	£ 5.00		
Website (Note 4)	£ 14.39	£ 599.94	£ 480.24
	Total Expenditure	£ 1,466.67	£ 1,563.02
	Net Income	-£ 1,311.67	-£ 363.02
SHADDO Garden Account			
Income:		£ -	£ -
Expenditure:		£ -	£ -
	Net Income	£ -	£ -

Notes

- 1 Performance fees donated by members
- 2 Includes annual subscription valid until 13 April 2022
- 3 Includes £10 overpayment error (recoverable in 22/23)
- 4 Domain name renewal