

Charity Number 1173801

YIEWSLEY & WEST DRAYTON ARTS COUNCIL

ANNUAL GENERAL MEETING

Friday 11th November 2022

MINUTES

Present:

Trustees: Tom Wormald (Chair), Lakhvir Randhawa, Vincent Raven, Alun Lewis

Committee members: Shizana Arshad, Roy Mapplebeck

Members: Alan Boyd (Photography Group), Shirley Oliver (Knitters & Knatterers), Arthur Rooks (Les Artists), Susan McKillican (Violin lessons), James Carson-Kerrigan and members of Hillingdon Vision, Lisa Tompkins (Make Time 4 Art), Nyah Elsworth (volunteer), Ezra Andrews (volunteer), Ray Wasti (volunteer)

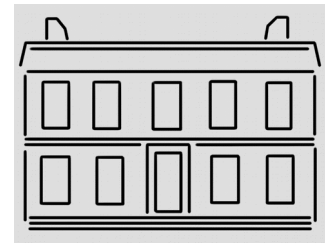
Guests: Cllr Janet Sweeting (Ward Councillor)

Apologies:

1. The Chair welcomed everyone to the AGM and thanked them for making time to attend the first AGM since the pandemic. He also thanked them for the ongoing support given to the Yiewsley & West Drayton Arts Council.
2. Minutes of last AGM agreed.
3. Chairman's Report

Tonight's order of business

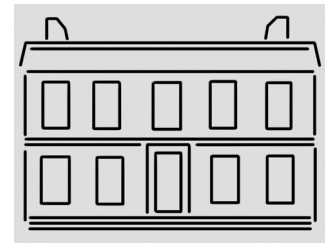
- Trustee re-elections
- Chair's address
- AOB
- Effectively an extraordinary meeting and reflects how much has changed since previous AGM, personally, socially, economically, politically.
- Firstly, want to say how pleased and proud I am that we are here at all... like any charity (or business) we do not have a right to exist... any many charities (and businesses) sadly no longer do.
- This is thanks to the hard work, dedication, unwillingness to be deflected and inability to give up of everyone that volunteer their time to make the Arts Council what it is – and without which, as I have said many times but most especially this time, we would not exist.
- And of course thanks to Shizana – who has been the rock on which everything else has been built, who despite a long period out on furlough has still managed to make so many magical things happen in the time she was here. More about that later!



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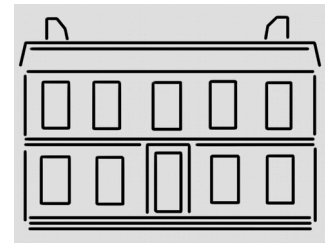
Chair's address

- Firstly, to say that with great sadness, this will be my last AGM as Chair of the Arts Council, that after 6 years I shall be stepping down as Chair and as a Trustee. More on that in a minute.
- In the meantime... over the last year, and despite everything, so much has been achieved. During lockdown, when the centre was closed, we took the opportunity for some detailed planning – who was the Centre aimed at, what were the things we wanted to say about ourselves to them, how would we know if we had been successful.
- This body of work now exists as a platform to build on. But also already in effect – it led to a rebranding of our communications with more engaging social media content, reaching over 3,400 people and bringing 18 stallholders and 400 visitors to the Christmas Market.
- Firstly, our members – the Groups. Since the reopening of the Centre, 1 new and 11 existing groups were firmly established holding their weekly craft workshops and art activities by the end of the reporting period. The Centre was 25% at capacity with the aim to be 50% full by Summer 2021. As we took those early post-lockdown steps we continued to prioritise keeping our Southlands users and volunteers safe and making sure they felt supported and we regularly checked in with our more vulnerable users. A key focus is now on attracting new and diverse Groups to use this fantastic local facility.
- We have also been working to improve communications with our users and the local community through new approaches and better networking opportunities with organisations throughout Hillingdon, including the Borough, Brunel University, Berkshire College of Agriculture, Westminster College, Hillingdon Vision and other local charities and businesses.
- Particularly proud of that fact that in February 2021, we were granted ward funding for a joint programme with Yiewsley Library called Creative Friends. The project was aimed at isolated and vulnerable elderly living in a local care home who would benefit from coming into community spaces and connect and express themselves creatively. As part of the 6 workshops, we also ran a 'lockdown stories' session to give members a space to talk about their experience during the pandemic and express their emotions and feelings. The project helped to identify Southlands as a local arts hub and a place of wellbeing for ALL community groups and improved the wellbeing of participants.
- And the events programme has been vibrant.
 - o In September 2021, we reopened with an outdoor celebration inviting all current group leads, local Councillors and Friends of Southlands to an evening of live opera. We used this opportunity to network with local residents and invited them to join our community. We built strong relations with stakeholders
 - o Also in September, the Southlands photography group coordinated the Photo Flashmob Exhibition which attracted a new audience of photographers from across London. The exhibition was well received with a follow up planned again the following year.



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- o In October, our Autumn Art Exhibition led by the fabulous Lisa Tompkins attracted 360 visitors. The exhibition raised over £800 for the charity whilst also raising £225 for cancer charity Macmillan and children and young people's charity Young Minds through artwork which was donated for this purpose. We also celebrated Black History Month with two film screenings to represent the diversity of the local community.
 - o In November 2021, we joined the Into Film Festival to extend outreach to schools by inviting them to two screenings for primary school children from Laurel Lane Primary School. We welcomed 60 children from years 3 to 6 to watch two animated films, all first timers to the Centre. This month, two of our volunteers, also arranged a recital with 22 people in attendance and raised £243 for the charity.
 - o In December 2021, we held our first Christmas Market since the pandemic, raising almost £1,000 for the charity. We welcomed Kays Kitchen to run the café which helped raise our profile within the local community and built a strong relationship with the local business. We ran a successful social media campaign which reached over 3,400 individuals and brought in 20 stallholders and over 400 visitors throughout the day. The event was attended by the Mayor, MP John McDonnell and Santa himself stopped by with sacks of presents for the children, all for free. We set a successful blueprint for future events and many of our stallholders praised how well it was attended.
 - o In January 2022, we entered the new year with a renowned performance of A Christmas Carol by Trustee and local resident thespian Vincent Raven which was arranged to raise funds for the charity.
 - o In March 2022, Hillingdon Vision held a Mother's Day afternoon tea, supported by Primavera Living (a local floral designer) which raised £160 for the charity.
 - o And in September, after a three year absence, we were able to welcome back live music to the grounds of Southlands with Southlands Summertime Live in association with SouthlandsLIVE. A huge effort from everyone concerned meant we are now firmly back on the map and look forward to returning to our usual July slot next year.
- Phew! Despite everything, the centre is in a strong position to grow and continue to have a positive impact on the local community and beyond. Thank you for everything that people here have done, and to everyone wherever they are that has contributed.
 - So to Shizana - a massive thanks to you, for everything you have done over the past nearly 5 years. As I have said before, when I think back to when we first interviewed you for this role, 5 years ago almost to the day, it is very easy to see that everything about the Centre is left immeasurably improved and enhanced by your hard work and dedication.
 - The role has grown and developed, and the centre has done the same, thanks to everything you have put in.
 - I know it has been tough going and at a lot of the time has felt isolated and under-appreciated (along with many other challenges!), but you have stuck at it, and always



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been cheery and positive. This has provided much needed energy and drive to me, and I am sure the other Trustees will agree. I am personally very sorry to see you go, as I know everyone connected to Southlands will be, but I am also very excited by everything the future holds for you.

- And finally, on a personal note - I am extraordinarily proud of what we have achieved during this period, not least becoming a charity, but also the growth in both breadth and depth of our impact in the community, and of course navigating the unique challenges of the past few years. I am very sad to be leaving it all behind, but in the end I just feel the time has come to pass on the baton. I have been immensely fortunate to work alongside wonderful, talented and committed people here, and have great fun doing so. This has been a really special part of my life, and I look forward to continuing in a new guise (hotdogs and beer!)

4. Treasurer's Report & Annual Accounts

Circulated post event

5. Nomination of Trustees

Tom Wormald has resigned and is not standing for re-election

Alun Lewis, Lakhvir Randhawa and Vincent Raven all resign and have agreed to be nominated for re-election. They are proposed for re-election by Vincent Raven, Roy Mapplebeck and Shizana Arshad respectively, and seconded by Shizana Arshad, Susan McKillican and Ray Wasti.

Members were given the opportunity to ask questions about the new Trustee roles.

6. Any Other Business

Questions were addressed with regards to the delayed works to the damaged windows and doors, which will be underway in the new year by London Borough of Hillingdon.

The AGM closed at 7.45 pm and followed with a leaving party for the Centre Manager (Shizana Arshad) and the Chair (Tom Wormald).

YIEWSLEY & WEST DRAYTON ARTS COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDING 31 MARCH 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds £	Prior Year Funds £
Income Receipts				
Charitable Activities & Events	4,808	-	4,808	473
Donations, Legacies & Grants	383	1,853	2,236	29,613
Fundraising Events	983	-	983	-
Bank Interest	1	-	1	9
Membership Fees	-	-	-	-
Room & Equipment Hire	-	-	-	-
Total Receipts	6,175	1,853	8,028	30,094
Expenditure Payments				
Wages, Salaries & National Insurance	13,408	1,203	14,611	14,973
Office, Printing & Computer Suppliers	2,242	-	2,242	1,660
Legal & Professional Fees	1,752	-	1,752	49
Insurance	746	-	746	724
Premises Repair & Maintenance Costs	565	-	565	1,469
Cost of fundraising events	212	-	212	-
Group & Activity Costs	170	450	620	-
Total Payments	19,095	1,653	20,748	18,875
Net Receipts/(Payments)	(12,920)	200	(12,720)	11,219
Reconciliation of Funds				
Total funds brought forward	48,391	0	48,391	37,171
Total funds carried forward	35,471	200	35,671	48,391

YIEWSLEY & WEST DRAYTON ARTS COUNCIL

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2022

	Total Funds £
Funds of the charity	
Unrestricted Funds	
<i>General Fund</i>	8,671
<i>Operating Reserve Fund</i>	20,000
<i>SouthlandsLive Contingency Fund</i>	7,000
Restricted Funds	
<i>Christmas Fayre 2022</i>	200
Total Charity Funds (year to date)	35,871

No trustees or related parties were paid remuneration or received any other benefits from an employment with the charity or a related entity. Trustee expenses have also not been incurred

Approved by the Trustees and signed on their behalf by:

Signature

Name

Date

YIEWSLEY & WEST DRAYTON ARTS COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD OF 1 APRIL 2021 TO THE 31 MARCH 2022

Note 1: Accounting Policies

Basis of Preparation

These financial statements have been prepared under the historical cost convention and in accordance with the Charitable Incorporated Organisations (General) Regulation 2012 and Charities Act 2011.

Income Receipts

All material incoming resources have been included on a receivable basis i.e. they are included if the date received falls within the period covered by these accounts.

Expenditure Payments

These have been analysed using a natural classification.

Going Concern

The Trustees assess whether the use of going concern is appropriate (for example, whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern). The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The charity is operating on a going concern basis.

Fund Accounting

Unrestricted funds are donations and other income received or generated by the charity's charitable purposes. Restricted general funds are to be used for specific purposes as set out by the funder/donor.