



ST AUSTELL AMATEUR OPERATIC SOCIETY

Minutes of the Annual General Meeting held on 19 July 2023 at AFC St Austell Football Club at 7.30 p.m.

Present: 22 Society members and 2 non-members

The Chair welcomed everyone to the 2023 AGM and the end of his first year as Chair thanking everyone for their support. He outlined the plan for the evening.

1. Apologies

Christine Allen, Mary Crowle, Ann Gilder, Monica Lake, Ann Neal, Raff and Melanie Troiano, Bethany Michael, Camilla Mills, Georgina Walkey and Geraldine Way.

2. Minutes of the Annual General meeting held on 3 August 2022

The minutes were agreed as a true record, proposed Kim Prophet, seconded by Margaret Stone and unanimously carried.

3. Matters arising

There were no matters arising.

4. Chair's Report

Craig read out his report a copy of which is attached to these minutes. He thanked everyone for their hard work and support. Sadly the loss of several members was reported Gill Jago, Lyn Gray, Rose Lagor, Mark Buckley and, although not a member, Roger Jane. The Chair's report was proposed by Jess Madeley, seconded Polly Every and unanimously carried.

5. Treasurer's Report

The Treasurer, Stephanie Housman, presented the production account. A copy of her report and the accounts are attached to these minutes. Although the society did put on an amazing show we did not quite manage to break even. The Monday night reduced ticket price proved to be a success in spreading the word by personal recommendation. She thanked everyone for their contribution to the financial stability of the society. With the planned alterations to the Keay we will need to be flexible next year in many areas. The Treasurer's report was proposed by Trevor Ternouth, seconded Kay Harcourt and unanimously carried.

6. Secretary's Report

Margaret J read out her report a copy of which is attached to these minutes. The Secretary's report was proposed by Julie McAuley-White, seconded by Margaret Stone and unanimously carried.

7. Constitutional changes

Karen, in her new governance role which ensures we are kept up-to-date on regulations, presented the changes to the constitution. These related to honorary life members, committee membership, selection of production team and accounting records. The changes as circulated were ratified. Proposed Kim Prophet, seconded Beth Werry and unanimously carried. The Chair commented that the society is very grateful to Karen for looking at the detail. These changes will now be uploaded to

the Charity Commission.

8. Other Business

- 8.1. Life Members. – Life members are those who have given 30 years service to the society and have paid full membership however the society also wanted to recognise people who have given over 30 years service but have not paid full membership. John Vickery fits into this category a member of our stellar stage crew, makes props and mends everything!

Geraldine Way has also given 30 years service and although not involved with the society for 52 weeks of the year has always paid her full membership She has had a couple of cameo roles and is raffle ticket seller extraordinaire.

It was agreed to make John Vickery and Geraldine Way honorary life members proposed Laura Le Masurier, seconded Nigel Allen and unanimously carried.

- 8.2. Fundraising – Kim thanked everyone for supporting the events, already outlined by the Secretary, which have raised £1,600. Very well done to Kim and her team. Kim's next planned event will be a Cakey Tea during August. Kim's report was proposed by Polly Every, seconded Stephanie Housman and unanimously carried.

7. Election of Officers

No nominations have been received. All current officers agreed to stand again and have been proposed and seconded. Leanne Pritchard had been shadowing Margaret Jane for the past year following Margaret's resignation as Secretary. Due to a change in her circumstances Margaret will continue as Secretary it was therefore suggested that Leanne become Assistant Secretary a role which will encompass the Minute Secretary position. These changes and the election en bloc of the remaining roles and Ex Officio positions were agreed, proposed Jess Madeley, seconded Laura Le Masurier and unanimously carried. The list of elected Society Officers is appended as Appendix A.

The Meeting closed at 20.00

ELECTED OFFICERS 2023-2024

| SOCIETY OFFICIALS | NAME | COMMITTEE ATTENDANCE | PROPOSED | SECONDED |
|---------------------------------|---------------------|----------------------|---------------------|---------------------|
| President | Trevor Ternouth | Ex -Officio | Stephanie Housman | Jim Chapman |
| Chair | Craig Munday | Yes | Julie McAuley-White | Karen Clarke |
| Vice-Chair | Rachel Capelin | Yes | Margaret Jane | Kay Harcourt |
| Treasurer | Stephanie Housman | Yes | Beth Werry | Polly Every |
| Secretary | Margaret Jane | Yes | Craig Munday | Stephanie Housman |
| Assistant Secretary | Leanne Pritchard | Yes | Stephanie Housman | Kim, Prophet |
| Membership Secretary | Kay Harcourt | Yes | Margaret Stone | Margaret Jane |
| Publicity Manager | Beth Werry | Yes | Kim Prophet | Julie McAuley-White |
| Stage Manager | Jim Chapman | Yes | Karen Clarke | Beth Werry |
| Production Assistant | Rachel Capelin | Yes | Craig Munday | Leanne Pritchard |
| Governance Lead | Karen Clarke | Yes | Rachel Capelin | Kay Harcourt |
| Theatre Liaison | Julie McAuley-White | Yes | Karen Clarke | Kim Prophet |
| 2 Committee Members | Margaret Stone | Yes | Beth Werry | Karen Clarke |
| | Polly Every | Yes | Margaret Jane | Craig Munday |
| Social Manager | Kim Prophet | Yes | Polly Every | Stephanie Housman |
| House Manager | Mark Housman | Ex-Officio | Margaret Jane | Julie McAuley-White |
| Programme Manager | Bex Rogers | Ex-Officio | Julie McAuley-White | Rachel Capelin |
| Child Protection Officer | Rachel Capelin | Ex-Officio | Jim Chapman | Kim Prophet |
| Props Supervisor | David Jago | Ex-Officio | Rachel Capelin | Margaret Stone |
| Rehearsal & Occasions Secretary | Margaret Stone | Ex-Officio | Rachel Capelin | Julie McAuley-White |
| Wardrobe Supervisor | Zoe Hilditch | Ex-Officio | Margaret Stone | Beth Werry |
| Wigs & Hair Designer | Nigel Allen | Ex-Officio | Polly Every | Leanne Pritchard |
| Make-up Supervisor | Elaine Rowe tbc | Ex-Officio | Margaret Stone | Rachel Capelin |
| Auditors | Will Dexter | No | Craig Munday | Julie McAuley-White |
| Archivist | Ann Gilder | No | Kim Prophet | Beth Werry |

Ex-Officio members may be requested, on occasions, to attend Committee Meetings.

ST. AUSTELL AMATEUR OPERATIC SOCIETY

PRODUCTION ACCOUNT 2023 SEASON

| | 2023 | | 2022 | | 2021 | | 2020 | |
|-------------------------------------------------------------------------|--------------------|----------------|-------|----------------|-----------------|--------------|-----------------|--------------|
| | Young Frankenstein | | Shrek | | No Show (Covid) | | No Show (Covid) | |
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Sales of Tickets (net of commission) | | 17,711 | | 23,428 | | 0 | | (0) |
| Less: expenses | | | | | | | | |
| Orchestra and Musical Director | 3,750 | | 3,960 | | 0 | | 0 | |
| Keay Theatre - Hire of Hall etc. | 4,518 | | 3,863 | | 0 | | 0 | |
| Hire of rehearsal rooms | 1,774 | | 1,855 | | 0 | | 0 | |
| Royalties | 4,628 | | 6,204 | | 0 | | 0 | |
| Producers' fees and expenses | 1,800 | | 2,720 | | 0 | | 0 | |
| Stage expenses (incl. scenery and maintenance) | 4,051 | | 4,937 | | 0 | | 0 | |
| Lighting, sound and technicians | 5,366 | | 6,847 | | 0 | | 0 | |
| Costumes and hair | 1,680 | | 1,598 | | 0 | | (0) | |
| Insurances | 651 | | 482 | | 572 | | 509 | |
| Publicity expenses, advertising etc. | 581 | | 440 | | 277 | | 635 | |
| Scores and orchestral material | 0 | | 0 | | 0 | | 0 | |
| Refreshments | 0 | | 0 | | 0 | | 0 | |
| Sundry expenses: | | | | | | | | |
| Bouquets, gifts and donations | 85 | | 59 | | 0 | | 56 | |
| Postages and stationery | 12 | | 0 | | 0 | | 0 | |
| NODA awards | (30) | | (12) | | 0 | | (2) | |
| C.C.C Licence, membership & lottery reg. | 0 | | 0 | | 0 | | 73 | |
| Accountancy | 0 | 28,865 | 0 | 32,953 | 0 | 849 | 0 | 1,271 |
| Profit/(Loss) on production | | (11,155) | | (9,525) | | (849) | | (1,271) |
| Add: Other income (note 1) | | 8,693 | | 4,530 | | 3 | | 7,125 |
| | | (2,462) | | (4,996) | | (846) | | 5,854 |
| Less: NODA subscription | | (268) | | (281) | | 0 | | (163) |
| Surplus / (Deficit) for the year carried to Accumulation Account | £ | <u>(2,729)</u> | £ | <u>(5,277)</u> | £ | <u>(846)</u> | £ | <u>5,691</u> |

ST. AUSTELL AMATEUR OPERATIC SOCIETY

UNAUDITED ACCOUNTS

**For the year ended
31st May 2023**

(Registered Charity No. 256573)

ST. AUSTELL AMATEUR OPERATIC SOCIETY

2023 ANNUAL REPORT

Basis of Accounts

The accounts have been prepared on an accrual basis.

Trustees

| | |
|------------------|-------------------|
| President | Trevor Ternouth |
| Chairperson | Mr. C. Munday |
| Musical Director | Mrs V. Pascoe |
| Secretary | Mrs M. Jane |
| Treasurer | Mrs. S.G. Housman |

Review of the year

Young Frankenstein proved a hard show to sell and much effort went into promotion. Ticket sales just reached our target but coupled with the current financial climate, budgets were strict. Whilst the show was not a monetary success – it added value to our reputation, new members and engaging with a new audience.

On behalf of the St. Austell A.O.S.

.....
Mr. C. Munday (Chairperson)

Date:

ST. AUSTELL AMATEUR OPERATIC SOCIETY

PRODUCTION ACCOUNT 2023 SEASON

| | 2023 Young Frankenstein | | 2022 Shrek | | 2021 No Show (Covid) | | 2020 No Show (Covid) | |
|-------------------------------------------------------------------------|----------------------------|----------------|---------------|----------------|-------------------------|--------------|-------------------------|--------------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Sales of Tickets (net of commission) | | 17,711 | | 23,428 | | 0 | | (0) |
| Less: expenses | | | | | | | | |
| Orchestra and Musical Director | 3,750 | | 3,960 | | 0 | | 0 | |
| Key Theatre - Hire of Hall etc. | 4,518 | | 3,863 | | 0 | | 0 | |
| Hire of rehearsal rooms | 1,774 | | 1,855 | | 0 | | 0 | |
| Royalties | 4,628 | | 6,204 | | 0 | | 0 | |
| Producers' fees and expenses | 1,800 | | 2,720 | | 0 | | 0 | |
| Stage expenses (incl. | | | | | | | | |
| scenery and maintenance) | 4,051 | | 4,937 | | 0 | | 0 | |
| Lighting, sound and technicians | 5,366 | | 6,847 | | 0 | | 0 | |
| Costumes and hair | 1,680 | | 1,598 | | 0 | | (0) | |
| Insurances | 651 | | 482 | | 572 | | 509 | |
| Publicity expenses, advertising etc. | 581 | | 440 | | 277 | | 635 | |
| Scores and orchestral material | 0 | | 0 | | 0 | | 0 | |
| Refreshments | 0 | | 0 | | 0 | | 0 | |
| Sundry expenses: | | | | | | | | |
| Bouquets, gifts and donations | 85 | | 59 | | 0 | | 56 | |
| Postages and stationery | 12 | | 0 | | 0 | | 0 | |
| NODA awards | (30) | | (12) | | 0 | | (2) | |
| C.C.C Licence, membership & lottery reg. | 0 | | 0 | | 0 | | 73 | |
| Accountancy | 0 | 28,865 | 0 | 32,953 | 0 | 849 | 0 | 1,271 |
| Profit/(Loss) on production | | (11,155) | | (9,525) | | (849) | | (1,271) |
| Add: Other income (note 1) | | 8,693 | | 4,530 | | 3 | | 7,125 |
| | | (2,462) | | (4,996) | | (846) | | 5,854 |
| Less: NODA subscription | | (268) | | (281) | | 0 | | (163) |
| Surplus / (Deficit) for the year carried to Accumulation Account | £ | <u>(2,729)</u> | £ | <u>(5,277)</u> | £ | <u>(846)</u> | £ | <u>5,691</u> |

ST. AUSTELL AMATEUR OPERATIC SOCIETY

BALANCE SHEET - AS AT 31ST MAY 2023

| | 2023 | | 2022 | | 2021 | | 2020 | |
|------------------------------------------------------------|-----------------|---|-----------------|---|-----------------|---|-----------------|---|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Fixed assets | | | | | | | | |
| Current assets | | | | | | | | |
| Cash at bank: | | | | | | | | |
| Lloyds Bank PLC | | | | | | | | |
| Current Account | 1,430 | | 1,376 | | 2,818 | | 3,667 | |
| Savings Account | 7,787 | | 5,010 | | 6,009 | | 6,008 | |
| Fundraising Account | 1,560 | | 7,900 | | 7,733 | | 7,732 | |
| Cash in hand | | | | | | | | |
| Debtors and prepayments | 180 | | 13,263 | | 7,403 | | 7,403 | |
| | <u>10,957</u> | | <u>27,549</u> | | <u>23,963</u> | | <u>24,809</u> | |
| Current liabilities | | | | | | | | |
| Creditors arising from the production account for the year | | | 13,863 | | | | | |
| Income for following year received in advance | | | | | 5,000 | | 5,000 | |
| Loan - Social Fund | 500 | | 500 | | 500 | | 500 | |
| | <u>500</u> | | <u>14,363</u> | | <u>5,500</u> | | <u>5,500</u> | |
| Net current assets | <u>10,457</u> | | <u>13,187</u> | | <u>18,463</u> | | <u>19,309</u> | |
| Total net assets | <u>£ 10,457</u> | | <u>£ 13,187</u> | | <u>£ 18,463</u> | | <u>£ 19,309</u> | |
| Represented by: | | | | | | | | |
| Accumulation account | | | | | | | | |
| Balance b/fwd | 13,187 | | 18,463 | | 19,309 | | 13,618 | |
| (Deficit) /Surplus for the year | <u>(2,729)</u> | | <u>(5,277)</u> | | <u>(846)</u> | | <u>5,691</u> | |
| | <u>£ 10,457</u> | | <u>£ 13,187</u> | | <u>£ 18,463</u> | | <u>£ 19,309</u> | |

Approved by:

.....
Honorary Treasurer

Date:

ST. AUSTELL AMATEUR OPERATIC SOCIETY

NOTES TO THE ACCOUNTS - Y/E 31 MAY 2023

| | 2023 | | 2022 | | 2021 | | 2020 | |
|--------------------------------------------------|---------------|-------|---------------|-------|------|---|---------|-------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Note 1. Other income | | | | | | | | |
| Subscriptions and dinner receipts | 2,981 | | 2,595 | | | | 2,859 | |
| Less: Cost of dinners | | 2,981 | 640 | 1,955 | | | 929 | 1,929 |
| Costume receipts | (now in subs) | | (now in subs) | | | | | |
| Sponsorship and grants | | | | | | | 750 | |
| Programme sales | 529 | | 758 | | | | | |
| Advertisements | 1,235 | | 1,135 | | | | 25 | |
| Audition fees | (now in subs) | | (now in subs) | | | | 160 | |
| Backstage helpers | | | | | | | | |
| | 1,764 | | 1,893 | | | | 935 | |
| Less: Cost of programmes | 390 | 1,374 | 600 | 1,293 | | | | 935 |
| <u>Shop sales</u> | | | | | | | | |
| Bar | (0) | | (0) | | | | | |
| Sweets , pasties etc. | 357 | | 422 | | | | | |
| Ice cream | 1,035 | | 1,129 | | | | | |
| | 1,392 | | 1,550 | | | | | |
| Less: Cost of stock,glasses & licence fee | 862 | 530 | 1,145 | 405 | | | | |
| Raffle proceeds | 795 | | 645 | | | | | |
| Less: prizes etc. | | 795 | 65 | 579 | | | | |
| Add: other receipts | | | | | | | | |
| Fundraising | 1,258 | | 296 | | | | 3,730 | |
| Sale of sweatshirts,mugs,DVD's & bags | 73 | | | | | | | |
| Bank interest received | (376) | | 1 | | 3 | | 5 | |
| Donations | 1,300 | | | | | | 525 | |
| Tea money | | | | | | | | |
| Wig & costume hire | | | | | | | | |
| Damaged scripts | | 2,255 | | 298 | | 3 | | 4,260 |
| <u>Johnny Cowling evening</u> | | | | | | | | |
| Ticket sales | 758 | | | | | | | |
| Raffle | | 758 | | | | | | |
| | | | | | | | | |
| | £ 8,693 | | £ 4,530 | | £ 3 | | £ 7,125 | |

ST. AUSTELL AMATEUR OPERATIC SOCIETY

NOTES TO THE ACCOUNTS - Y/E 31 MAY 2023

| | 2023 £ | 2022 £ | 2021 £ | 2020 £ |
|----------------------------------------|-----------|-----------|-----------|-----------|
| Note 2. Debtors and Prepayments | | | | |
| Advertising (Karrek) | 180 | | | |
| Deposit on Royalties - Shrek | | | 500 | 500 |
| Cornwall College Deposit - Shrek | | | 100 | 100 |
| Other Costs paid in advance of Shrek | | | 6,803 | 6,803 |
| Advertising (Burrows) | | | | |
| Ticket income | | 13,263 | | |
| Advertising (Hawkins) | | | | |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| | £ 180 | 13,263 | 7,403 | 7,403 |
| | <hr/> | <hr/> | <hr/> | <hr/> |

Note 3. Creditors and Deferred Income

| | | | | |
|-------------------------|-------|--------|-------|-------|
| Ticket Commission | | | | |
| Royalties | | 5,704 | | |
| Keay Theatre | | 3,763 | | |
| Hire of Rehearsal Rooms | | 890 | | |
| Scenery | | 2,500 | | |
| Shop stock | | 1,006 | | |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| | £ 0 | 13,863 | 0 | 0 |
| | <hr/> | <hr/> | <hr/> | <hr/> |

ST. AUSTELL AMATEUR OPERATIC SOCIETY

SUMMARY OF RECENT YEARS

| | 2023 Young Frank'stn £ | 2022 Shrek £ | 2021 No Show (Covid) £ | 2020 No Show (Covid) £ | 2019 Addams Family £ | 2018 Dirty Rot. Scdrl. £ | 2017 Nine 'til Five £ | 2016 Me & My Girl £ | 2015 Sister Act £ | 2014 Half a Sixpence £ |
|----------------------------|---------------------------------|--------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|--------------------------------|------------------------------|----------------------------|---------------------------------|
| Sales of Tickets | 17,711 | 23,428 | | | 18,986 | 14,738 | 19,163 | 17,217 | 20,616 | 13,958 |
| Production Expenses | 28,865 | 32,953 | 849 | 1,271 | 23,772 | 26,028 | 26,398 | 24,404 | 26,747 | 23,326 |
| Loss on Production | (11,155) | (9,525) | (849) | (1,271) | (4,786) | (11,290) | (7,235) | (7,187) | (6,131) | (9,368) |
| Subs/ Dinners (net) | 2,981 | 1,955 | | 1,929 | 2,306 | 2,818 | 1,721 | 2,756 | 2,727 | 2,110 |
| Shop Sales (net) | 530 | 405 | | | 1,084 | 810 | 1,069 | 864 | 1,164 | 789 |
| Programmes & Other | 1,374 | 1,293 | | 935 | 2,990 | 2,600 | 2,035 | 3,199 | 3,158 | 1,122 |
| Production Income (net) | | | | | | | | | | |
| Raffle (net) | 795 | 579 | | | 473 | 612 | 573 | 712 | 904 | 430 |
| Fundraising/ Other | 2,255 | 298 | 3 | 4,260 | 1,420 | 3,435 | 3,433 | 678 | 762 | 853 |
| Johnny Cowling (net) | 758 | | | | 908 | 1,359 | 875 | 699 | 995 | |
| Adj. regarding prev. year | | | | | | | | (1,665) | | |
| NODA | (268) | (281) | | (163) | (163) | (164) | (236) | (185) | (160) | (155) |
| | 8,425 | 4,249 | 3 | 6,962 | 9,018 | 11,470 | 9,470 | 7,057 | 9,550 | 5,149 |
| Surplus/(Deficit) | £ (2,729) | (5,277) | (846) | 5,691 | 4,232 | 180 | 2,235 | (130) | 3,419 | (4,219) |

| | 31st May 2023 | 31st May 2022 | 31st May 2021 | 31st May 2020 | 31st May 2019 | 31st May 2018 | 31st May 2017 | 31st May 2016 | 31st May 2015 | 31st May 2014 |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Current Assets | 10,957 | 27,549 | 23,963 | 24,809 | 15,342 | 11,345 | 12,922 | 9,671 | 18,688 | 15,912 |
| Current Liabilities | (500) | (14,363) | (5,500) | (5,500) | (1,724) | (1,959) | (3,716) | (2,700) | (11,587) | (12,230) |
| Net Current Assets | £ 10,457 | 13,187 | 18,463 | 19,309 | 13,618 | 9,386 | 9,206 | 6,971 | 7,101 | 3,682 |
| Accum. b/fwd | 13,187 | 18,463 | 19,309 | 13,618 | 9,386 | 9,206 | 6,971 | 7,101 | 3,682 | 7,901 |
| Surp./ (Def.) fm abv | (2,729) | (5,277) | (846) | 5,691 | 4,232 | 180 | 2,235 | (130) | 3,419 | (4,219) |
| Accum. c/fwd | £ 10,457 | 13,187 | 18,463 | 19,309 | 13,618 | 9,386 | 9,206 | 6,971 | 7,101 | 3,682 |