



Hertford Dramatic and Operatic Society

Trustees' Report for 2020/2021 and Accounts for the year ended 31st July 2020

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Signed on behalf of the Trustees

Mrs P M Lay
Honorary Secretary

Mr C Bell
Chairman of Trustees

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**THE 102nd ANNUAL GENERAL MEETING OF THE HERTFORD DRAMATIC AND
OPERATIC SOCIETY WILL BE HELD BY VIDEO-CONFERENCE ON
WEDNESDAY 16th JUNE 2021 at 8.00pm**

AGENDA

1. To confirm and sign the minutes of the 101st Annual General Meeting.
2. Matters Arising
3. To consider the report of the Trustees and sub-Committees
4. To consider the Treasurer's report.
5. To elect a President
6. To elect Vice-Presidents
7. To elect the following Officers:-
 - Hon. Secretary
 - Hon. Treasurer
 - Hon. Membership Secretary
 - Hon. Librarian and Recorder
 - Hon. Independent Examiners (2)
8. To elect:-
 - The Trustees
 - Electrical Manager
 - Properties Manager
 - Wardrobe Manager
 - Workshop Manager
9. Statement on Covid-19
10. Statement on the Hertford Theatre Closure
12. Any other business

NOTE In accordance with Rule 20(c), candidates for election must be nominated by two members of the Society and nominations in writing must reach the Secretary, Pat Lay, 33 Hollybush Lane, Datchworth, Knebworth, Herts. SG3 6RE, by the 9th June 2021. The consent of the candidate must be obtained before nomination and it is requested that such nominations should indicate the aspects of the Society in which the nominee is interested.

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HERTFORD DRAMATIC AND OPERATIC SOCIETY

PRESIDENT Pat Lay

PAST PRESIDENTS

Mr. P. Longmore OBE	1919/40	Mrs. Z. Driver MBE	1971	Mr. M. K. Grewcock	1996
Mr. L. Purkiss Ginn	1945/47	Mr. H. A. Westmore	1972	Mrs. J. Crossley	1997
Mrs. W. S. Hoare	1948	Mrs. D. Clark	1973	Mr. B. Bates	1998
Mr. P.H. Ilott	1949	Mr. F. T. B. Wills DFM	1974	Mrs. S. Bennett	1999
Mrs. D. Burgess	1950	Mrs. P. Sledge	1975	Mr. J. Fennell	2000
Mr. W. S. Hoare	1951	Mr. G. V. Hale	1976	Mrs. P. Steadman	2001
Mrs. P. H. Ilott	1952	Mrs. S. Tomlin	1977	Mr. J. Dore	2002
Mr. T. Barber	1953	Mr. P. N. K. Wells	1978	Mrs. P. Coyston	2003
Mr. W.A. L. Jackson	1954	Mrs. B. P. Redwood	1979	Mr. J. W. Roberts	2004
Mrs. J. G. L. Evans	1955	Mr. J. Goodland	1980	Mrs. J. A. Laidler	2005
Mr. H. Wallis-Nichols	1956	Mrs. A. Wells	1981	Mr. K. Morbey	2006
Mrs. A. G. Blakes	1957	Mr. P. J. Keogh	1982	Mrs. J. Barton	2007
Mr. E. A. Williams	1958	Mrs. D. Game	1983	Mr. G. Crossley	2008
Mrs. E. Fullager	1959	Mr. S. Onyon	1984	Ms. M. J. Tomlin	2009
Mr. E. L. Porteus	1960	Mrs. M. A. Archer	1985	Mr. J. Laidler	2010
Mrs. E. Purkiss-Ginn JP	1961	Mr. R. G. Archer	1986	Ms. S. Hantke	2011
Mr. E. E. Ashman	1962	Mrs. M. Hale	1987	Mr. M. Budd	2012
Mr. G. W. Brighten	1963	Mr. L. Sledge	1988	Mrs. C. Nicholson	2013
Mrs. A. M. Tidd	1964	Miss. J. Jolly	1989	Mr. G. Lay	2014
Mr. M. V. Puleston	1965	Mr. R. Dapp	1990	Miss K. Ayres	2015
Mrs. H. V. Mellows	1966	Mrs. D. Keogh	1991	Mr N. Mayes	2016
Mrs. B. Wingate	1967	Mr. N. Parry	1992	Mrs L. Burnett	2017
Mr. P. G. Tomlin	1968	Miss. D. Ison	1993	Mr C. Bell	2018
Mrs. G. Wills	1969	Mr. A. Coyston	1994		
Mr. N. A. Parker	1970	Ms. S. Newland	1995		

VICE-PRESIDENTS

Mr R G Archer	Mrs P Coyston	Ms S Hantke	Mr N Parry
Miss K Ayres	Mr G Crossley	Mrs D Keogh	Mr J W Roberts
Mrs J Barton	Mrs J Crossley	Mrs J Laidler	Mrs P Steadman
Mr C Bell	Mr J Dore	Mr G Lay	Ms M J Tomlin
Mrs S Bennett	Mr J Fennell	Mr N Mayes	Mrs S Tomlin
Mr M Budd	Mrs S Fennell	Mr K Morbey	Mrs A Wells
Mrs L Burnett	Mrs D Game	Mrs C Nicholson	
Mr A Coyston		Mr S Onyon	

LIFE MEMBERS

Mr J W Roberts	Mrs S Tomlin	Mr A Coyston	Mr S Onyon
Mr R G Archer	Mrs A Wells	Mrs P Coyston	
Mrs D Game	Mrs P Steadman	Mrs J Laidler	

**MINUTES OF THE 101st ANNUAL GENERAL MEETING
OF HERTFORD DRAMATIC AND OPERATIC SOCIETY
HELD ON WEDNESDAY 24th JUNE 2020 BY VIDEO-CONFERENCE AND
SOCIAL MEDIA DUE TO COVID-19 OUTBREAK**

Attendees on Zoom were:

Ken Allford Katerina Ayres Julia Barton Clive Bell Malcolm Budd Liane Burnett Carly Cousins David Cousins Andrew Coyston	Penny Coyston David Curling Jerry Fennell Sally Fennell Davina Foster Annie Gaudencio Sue Hantke	Alan Hobbs Brenda Hobbs Amanda Howard Graham Lay Pat Lay Abby Lowman Jim Markey Julie Markey	Nik Mayes Elaine Miller Cheryl Nicholson Steve Onyon Jenny Reynolds David Ronco Beverley Tapper Mary-Jane Tomlin Lynne Warrilow
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Attendees by Facebook were:

Joan Laidler; William Lay

Apologies were received from:

Clive Barton Gordon Crossley Joan Crossley Natasha Easton	Louise Kirtley Jackie Noble	Jenny Reynolds Shirley Richardson Pat Steadman Sally Tomlin	
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The meeting was opened by the President, Pat Lay, who welcomed everyone to this historic meeting – the first AGM in the history of the Society to be held by means of video link. Pat apologised that the meeting was having to be held on-line due to the Covid-19 outbreak and thanked everyone for making the effort to attend, by the various means possible, though it was regrettable that it could not be the social occasion it normally was when held at Bentley House. She asked everyone to log their attendance and to send messages by email, phone or text message to record attendance and apologies, which would be accepted subsequent to the meeting. She also thanked those people who had taken the trouble to complete and return their voting forms in advance of the meeting. A total of 26 voting forms had been received, some of which nominated Clive Bell as proxy and those forms had been forwarded to Clive for him to record his votes during the meeting.

1. Minutes of 100th AGM

The Minutes were agreed subject to one amendment – Cheryl Nicholson's name had been omitted from the list of people attending. This was amended and the minutes were signed. Acceptance of the Minutes was proposed by Louise Kirtley, seconded by Lynne Warrilow. Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to accept the minutes of the 100th AGM..

2. Matters Arising

The Secretary had not received any notice of matters arising prior to the meeting.

3. Report of the Trustees

This was normally the point in the meeting when the outgoing President would give a presentation on their activities during the year. This year had been unprecedented in the life of the Society and much of it would be covered elsewhere in the Agenda. The President, Pat Lay, stated that, given the somewhat different circumstances, she would just make a few comments to summarise the main issues.

The year had started very well. The first main event for the Society had been the Centenary Dinner at the Conservatory, Ware Priory on 21st September 2019. The Social committee had worked very hard on this and Pat was delighted to say that it had been a great success. The room looked beautiful and had been made very much 'our' space with the wonderful displays of archive material, thanks to Penny Coyston. People had brought along their own special memories to share with everyone on the memory board and there had been some new and unique material on display. It had been lovely to see old friends catching up with each other, though it had made it difficult to get everyone to stop chatting and go to their respective tables! She was, however, very happy to take that as a mark of the success of the evening. Steve Beeston provided a lovely set of photographs for the archive as a memento of the evening and Pat had received a great many positive comments and letters of thanks afterwards. Pat wished to record an enormous 'Thank You' to everyone who had helped in any way to make that the memorable evening that it was.

We had then gone on to have three very successful shows starting with *Sister Act* in October. This had been very well received by our audiences and had proved a wonderfully uplifting show to watch, and, she gathered, a very happy production all round. This had been followed in November by *A Vicar of Dibley Christmas – The Second Coming* which had also enjoyed great success. Doing a sequel was always fraught with risks but the audience had seemed very happy to come back for a second helping and, once again, feedback had been excellent. In January, we had put on *The Sleeping Beauty* pantomime and, having attended the auditions in July at which a very strong and talented cast had been assembled, she knew that this, too, would go on to be a winner. She had attended with our dignitary guests who had thoroughly enjoyed the traditional family entertainment and had been sporting enough to join in enthusiastically. She commended all those involved in the production.

She and Graham had also spent a delightful Sunday morning attending the Young Idea Christmas Showcase, at which they had, once again, been amazed at the talent and creativity displayed by our younger members. She recorded her thanks for the invitation and congratulated those involved.

She commented that 'Start as you mean to go on' was not a bad tenet to live by and we had had every intention of continuing this vein of success but then it had all been taken out of our hands. With *Going Green* just two weeks away from production, it had started to become obvious that the Covid-19 pandemic would have major effects on our lives and we had started having discussions about whether we should proceed. Just a few days later, after we had made the difficult and emotional decision to postpone, theatres everywhere had been closed down, and whilst that had reinforced our knowledge that the right decision had been taken, it had not made it any easier for a cast and crew poised on the brink of performance. The impact of the Covid-19 pandemic would be covered elsewhere in the Agenda so she would pick this up later, but it had certainly made for a regrettably unique year in the history of the Society. She was just so glad that we had managed to celebrate our Centenary year in such a worthy manner before it struck.

There had been other events which had taken place and which she had managed to attend as President: the Ware Summer Concert, celebrating their 50th anniversary; the Remembrance Day ceremony in Hertford and service in All Saints' Church; the launch of the East Herts Year of Culture during which the intention had been to do much to raise the profile of all things cultural in our region of Hertfordshire – this too had sadly come to grief and it was to be hoped that all the work which had gone into laying the foundations for greater interaction among groups would bear fruit once activity resumed again; she and Graham had attended the NOSCARs evening at Martinswood School, at which our own Kate Ayres and Joe Savill had won the awards in the categories in which they had been nominated – congratulations were extended to them on their well-deserved success; our own Quiz evening and Darts match, two very enjoyable social gatherings; and finally, the Mayor's Charity Dinner at the beginning of March, which had been the last function she had attended as President, just as the pandemic was making its presence felt. Unfortunately, HD&OS

representatives had been too late with their application to secure tickets for the NODA Gala luncheon, but she was delighted that Steve Onyon and team had won the award for Best Technical Set Design for *Vicar of Dibley – The Second Coming*, which was very well deserved! After that, all activities had ceased and she would just like to thank everyone who had worked hard to keep the Society going throughout these difficult times.

It was also her very sad duty to report the death this year of several people who had made significant contribution to the life of our Society:

First of all, Derek Forbes, who had acted and directed many times with HD&OS and had been instrumental in organizing the Pageant in 1973 to celebrate the meeting of the first Synod of the English Church in 673AD.

Secondly, we had heard of the death of Margaret Archer, ex-President and member, whose contribution to HD&OS had been inestimable. She had been a wonderful actor as well as an excellent cook and her organisational skills were legendary. She had been a genuine driving force and a powerhouse of energy. Pat commented that Margaret and her husband Roy had made herself and Graham most welcome when they joined the Society back in the late 1980s and they would remember her with great affection and admiration.

On 11th April, Linda Radford had passed away in the Isabel Hospice after a long and very brave fight against cancer. Linda had worked backstage on several of our shows and in recent years had taken up the mantle of Secretary of our Hertford Theatre Week Committee. A Town Councillor and ex-Mayor of Hertford, her contribution to the life of Hertford had been immeasurable.

We had also heard of the death of Joan Beagles, whom some people may remember as Joan Goodland, Friend of the Society, who had been associated with HD&OS since Corn Exchange days, mainly through her husband at the time. Despite underlying health issues affecting her lungs, she had continued to be a loyal supporter of our shows. Joan's health problems sadly had rendered her vulnerable to the Covid-19 virus and she had passed away in hospital.

Finally, on Sunday 24th May, Monica Hale, another long-standing member and ex-President, who had done so much for HD&OS over the years, had passed away peacefully, aged 96, in the care home in which she had latterly been resident. Monica would be well-remembered by our older members as she & her husband, Gordon, had both worked Front of House on all our productions over many years. A member of HD&OS since the 1940's, Monica had also performed on stage in shows in her younger years and had always supported our shows until she had had to move into the Care Home.

Together with several other members of the Society, Pat and Graham had been able to attend the memorial service for Derek at the Friends' Meeting House in Hertford on 27th February 2020. However, due to the Covid pandemic, there had been no opportunity since then to arrange or attend memorial services and it had not been possible to pay one's respects to these members. She hoped that once life returned to normal, it may be possible to do so, if the families were to decide to hold a memorial service. In the meantime, she did not propose to pause the on-line meeting, but instead urged everyone to find a moment after the meeting to pause and remember them and their contribution to HD&OS with affection and gratitude.

That concluded her remarks on the events of the year.

In advance of the meeting, she had not received any comments on the reports.

The adoption of the Trustees' report was proposed by Sue Hantke, seconded by Julia Barton. Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to accept the Report.

The President's award

Normally, at this point in the meeting, the President would announce the recipient of the Zillah Driver President's award, but it had been decided to suspend this for a year, given the difficult

circumstances. In lieu of that, Pat would just like to mention a few people who deserved special thanks for all their efforts during the year:

First of all, Graham Lay, who had worked tirelessly to put in place the technology which had enabled the Society to continue with Trustees' meetings and with other events on Zoom so that we could continue to manage the Society and maintain contact. Also, his input into the restructuring of the AGM had been enormous, including the design of the forms and the processes.

Secondly, Sue Hantke and Clive Barton for their efforts in continuing to produce and distribute a lively and informative Newsletter which had helped to keep contact with the membership. Also, for their help in preparing, printing and distributing the large amount of information for the AGM.

Thirdly to all the people who had been popping in to Bentley House during the lockdown to keep an eye on the premises, perform upkeep tasks and collect and distribute mail: Steve Onyon, Penny and Andrew Coyston, Clive and Julia Barton, Sue Hantke and anyone else she had missed.

Fourthly, Julie Markey, for stepping up to the plate when ticket sales for Panto had been perilously low and for putting in an enormous amount of work to get audiences in – so essential for the success of a pantomime. Also, Julie had recently organized a Zoom quiz and a very enjoyable play-reading of *The Importance of Being Earnest*, with more to follow. Pat thanked Julie for taking that on.

All these things had made a huge difference during such challenging and difficult times and she expressed her thanks to everyone for their contribution.

4. Treasurer's Report

The Secretary had not received any comments or questions on the accounts and Treasurer's report in advance of the meeting

Pat thanked David Curling for all his hard work on the accounts during the year, especially as health issues during the pandemic had made life very difficult for him.

Adoption of the report was proposed by Graham Lay; seconded by Lynne Warrilow. and unanimously agreed. Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to accept the Report.

5. Election of President

As the last year had represented a most unusual set of events in the history of the Society, Trustees had had to make some radical decisions. Normally, this would be the point in the proceedings at which the outgoing President would give a resumé of the proposed President's life within HD&OS. Unsurprisingly, this year would be somewhat different. In view of the fact that all HD&OS show activities had ceased in early March due to the Covid-19 outbreak, Pat had been unable to undertake the majority of the customary duties associated with one's year as President. It was not expected at the time of the meeting that normal activity would resume until at least the end of the year, so there would be nothing for an incoming President to do. Accordingly, Trustees had asked that she continue as President for the coming year. Therefore, the nomination for President for the coming year was Pat Lay, proposed by Clive Bell, seconded by Mary-Jane Tomlin. Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to re-elect Pat Lay to serve a second year as President.

Pat thanked everyone for their support and said that she hoped to be able to serve the Society well in the onward struggle through the difficult times brought about by the pandemic. She looked forward to happier times returning very soon and to a return to the Society being able to put on shows again, which was, after all, its *raison d'être*.

6. Election of Vice Presidents

The election of the Vice Presidents as listed in the Report was proposed by David Curling, seconded by David Cousins. Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to accept the election of the Vice Presidents.

7. Election of Officers

Before moving on to the election of officers, Pat thanked all the officers and committee members for their hard work throughout the year, often under difficult circumstances.

The following officers were willing to stand for re-election.

Hon. Secretary	Pat Lay. Proposed by Liane Burnett, seconded by David Cousins
Hon. Treasurer	David Curling. Proposed by Graham Lay, seconded by Nik Mayes
Hon. Membership Secretary	Joan Laidler. Proposed by Graham Lay, seconded by Liane Burnett
Hon. Librarian & Recorder	Penny Coyston. Proposed by Louise Kirtley, seconded by Steve Onyon
Hon. Independent Examiners	Bill and Beverley Tapper. Proposed by David Curling, seconded by Clive Bell

Clive Bell submitted the proxy votes for each of the officers in turn, which were added to the total received by the Secretary, the total votes carrying the re-election of the officers as listed.

Pat recorded her thanks to Bill and Beverley Tapper for their work in examining the accounts.

8. Elections

8.1. Trustees

Julia Barton was retiring from Trustees after serving as a Trustee for 26 years. Most recently, Julia had been in charge of the Young Idea section and on behalf of the Trustees, of the Society and most particularly, of all the young members of the Society whom she had mentored through workshops and shows, Pat wished to offer her the heartfelt thanks and gratitude of the Society. The quality of the shows put on by YI in recent years was testimony to the quality of Julia's leadership. Furthermore, Julia was one of those people who worked ceaselessly and tirelessly on behalf of the Society, often quietly and in the background, picking up the kind of tasks that often seem to go unnoticed. Pat assured her that they had not gone unnoticed and thanked her again for all she had done for HD&OS over the years. She expressed the hope that the Society would continue to see a great deal of Julia and that people could continue to call on her vast knowledge and experience.

Election of Trustees:

Graham Lay, Nik Mayes, Steve Onyon and Mary-Jane Tomlin had been elected for 2 years in 2019.

A minimum of 2 and a maximum of 7 more Trustees were needed to complete the committee. The following members were standing for re-election: Clive Bell, Liane Burnett, Lynne Warrilow, Louise Kirtley, Sue Hantke and David Cousins. They had all been proposed *en bloc* by Joan Laidler, seconded by Pat Lay. A vote needed to be taken as four of these 6 nominees were to be elected for 2 years.

The votes from the voting forms had been combined with the proxy votes in advance of the meeting and the following four people were elected to serve for 2 years: Clive Bell, Louise Kirtley, Sue Hantke and David Cousins. Liane Burnett and Lynne Warrilow were elected to serve for one year.

8.2. Election of Hon Managers

The following people were willing to stand for re-election:

Hon. Electrical Manager	Nik Mayes. Proposed by Steve Onyon, seconded by Liane Burnett
Hon. Properties Manager	Lynne Warrilow. Proposed by Sue Hantke, seconded by Louise Kirtley
Hon. Wardrobe Manager	Penny Coyston. Proposed by Joan Laidler, seconded by Mary-Jane Tomlin

Hon. Workshop Manager

Steve Onyon. Proposed by David Cousins, seconded by Julia Barton

Clive Bell submitted the proxy votes for each of the Managers in turn, which were added to the total received by the Secretary, the total votes carrying the re-election of the Managers as listed.

9. To consider a proposal to waive subscriptions for 2020/2021 for existing members

Pat explained that the proposal was that subscriptions for the year 2020/2021 should be waived for those people who had paid a subscription for 2019/2020. This was proposed by Clive Bell, seconded by Nik Mayes. The reason for the proposal was that, due to the restrictions necessitated by the Covid-19 outbreak, members had had very little opportunity to take part in shows during the year and had had little chance to benefit from their membership. This would, in effect, be a transfer of the subscription paid for 2019/2020 over to 2020/2021.

Pat had received the following comments on this issue, prior to the meeting:

Joan Laidler had asked how the Friends of the Society would be informed about waiving subscriptions for a year. Would they have to be informed separately as usual? Pat replied that, if the motion were to be carried, then an announcement would be made in the next Newsletter and it would also be useful to include a separate notice (like a flyer) regarding the deferring of payment. People who normally paid by standing order would need to make provision to cancel this payment for a year. If people chose to carry on paying anyway, it would be treated as a donation, or if they were to pay by accident, they would be able to ask the Treasurer to refund it. This would be confirmed at the next Trustees' meeting.

Clive Bell submitted the proxy votes which were added to the total received by the Secretary, the total votes carrying the motion to waive subscriptions for 2020/2021 for existing members.

10. Statement on Covid-19

A statement on the impact of the Covid-19 outbreak on the activities of the Society and the measures taken by Trustees to manage it had been circulated with the Agenda. Pat summarised the content and updated it as follows:

The closing of theatres due to the pandemic had meant that *Going Green* and the Young Idea show had been postponed and Hertford Theatre week had been cancelled. Trustees had later taken the decision to cancel the Autumn bookings at the Theatre as it had appeared too risky to proceed with those. Trustees were currently working on the assumption that Panto would be able to go on in January. However, the panto auditions scheduled for June had, indeed, been postponed as social distancing measures were still in place. Notification had been put out on Social Media to that effect, together with an exhortation to 'watch this space' in the hope that we would be able to hold them in September. There was also an element of doubt attached to whether or not we would be in a position to proceed at all with the panto and much would depend on when normal rehearsals could take place. This was planned to be a very spectacular show and Trustees were in agreement with the panto production sub-committee that the production standards should not be compromised for what was to be a lavish show.

During the lockdown period of the pandemic, a video-link quiz and a play-reading had been held, which had helped to keep membership in touch with each other.

Restrictions were continuing to be relaxed, with businesses such as pubs and restaurants scheduled to open on 4th July with social distancing measures in place. Discussion had taken place at Trustees' meetings regarding additional measures which may have to be implemented before gatherings of any kind could take place at Bentley House and this would be discussed in more detail at the next Trustees' meeting. Trustees continued to consider carefully any plans being made, with a view to being able to keep financial losses to a minimum whilst accepting that, due to the continued uncertainty, there remained an element of risk. It was a difficult process to second-guess the likely situation several months ahead and to then try to judge whether a sufficiently long rehearsal time would be available to maintain the production of quality shows.

Pat had received the following comments on the Statement:

Cheryl Nicholson had expressed concern at the lack of reference to drama productions in the statement when it was discussing the rescheduling of shows. Pat had spoken to Cheryl in advance of the meeting and had apologised for the omission – Trustees had previously agreed with her that, in the event of the Autumn 2020 slots at the Theatre having to be cancelled, the Society would put on a drama production in Spring 2021. It was hoped that this would still be the case, with one possibility being to pick up *Going Green* to put on in-house (dates to be confirmed) and submit it for Theatre Week, though this was the subject of current discussion with cast and crew and would obviously be subject to developments regarding Covid-19. One alternative would be to audition/cast another play, or it may have to be cancelled if it were not possible by then to put on shows.

With regard to the difficulties associated with rehearsing for shows, Penny Coyston had commented in advance of the meeting that she had heard a radio show in which the host had been talking to an amateur group who had been auditioning and rehearsing via Zoom in the early stages of production. Penny had asked whether that was something HD&OS could consider. Trustees had discussed this at the last meeting, when the question of panto auditions had arisen, and had concluded that, whilst some aspects such as singing of the audition song could be done this way, it would be difficult with something like panto which depended heavily on the often physical matching of, and interaction between, multiple characters. However, this option would be revisited with consultation with the panto production sub-committee if it began to look as if the auditions planned for September could be eased by using this means (for example if the timescales were borderline feasible and some advance work via Zoom would buy sufficient time).

11. Statement on the Hertford Theatre Closure

A statement on the proposed closure of the Hertford Theatre and its impact on the activities of HD&OS had been circulated with the Agenda. Pat provided the following summary and updates:

The Trustees had seized every opportunity to take part in discussions over the proposed redevelopment of the Theatre which had now been pushed back until at least August 2021 due to the delaying effects of the Covid-19 pandemic. Trustees believed that HD&OS should be able to maintain all Society activities by putting on shows in Bentley House and/or by renting space in alternative venues. There remained a requirement to source suitable alternative venues for additional rehearsal space and, further down the line, for performances. A suitable potential venue had been identified just as lockdown started, which had not been pursued any further due to the pandemic and to the fact that the Hertford Theatre had released new slots on 23rd March, buying us a little more time. It was not currently known, therefore, whether the venue under consideration would have changed their willingness to accommodate us in the light of the pandemic. Trustees would pick this up as soon as restrictions were eased sufficiently and the situation was such as to enable them to better formulate the exact requirements.

Pat had received the following comments on the Statement:

Penny Coyston had asked whether, in view of the fact that Trustees had decided that it would not be reasonably possible to on a panto in-house, the Society should perhaps not attempt to do panto at all during the closure period and, quoting from Penny's letter, "only attempt shows that can be staged at Bentley House during this time? While Panto is obviously a money spinner, when properly managed, not doing one would release rehearsal time for other productions. Drama, Operatic and Young Idea have all produced fine shows at Bentley House in the past." This had already cropped up to some extent during planning discussions, and the general feeling at Trustees had been that, if at all possible, it would be useful for HD&OS to be able to put on a panto during the closure period when ours would be the only panto in Hertford as it would be a useful tool for keeping up our profile as a producer of pantomimes. It would have to depend on our being able to find a suitable venue which would enable us to provide an adequate quality standard. This would be revisited and considered at Trustees as the situation regarding available venues and the lasting impact of Covid-19 became clearer and when firm plans would need to be made for future shows.

12. Any other business

Pat had received the following items in advance of the meeting for consideration under 'Any Other Business':

12.1. General lack of interest in Drama:

Cheryl Nicholson had expressed disappointment at the continuing apparent lack of interest in drama within the Society, other than for television adaptations, with a very poor turnout of members attending auditions for recent productions. Her suggestion to the meeting was, to quote from her letter, "that the Trustees and membership re-evaluate drama in our repertoire, perhaps even changing our name as we do not perform operatic productions either". This had been circulated round Trustees for their response and would be discussed formally in the next trustees' meeting. Initial response on the renaming issue had been that, whilst it was a fact that HD&OS no longer performed Operatic shows as such, the Society was known by that name and everyone in Hertford recognized the 'brand' so it was felt that it would be unwise to change that, particularly at the present time when we needed to retain the support of our audiences and to maintain our public profile during the Covid-19 pandemic and the upcoming closure of the Theatre. If anyone had any suggestions or comments to make on these issues of drama productions or regarding the name of the Society, Pat asked them to message or email her after the meeting so that comments could be taken forward to Trustees for discussion.

12.2. On-line Play-readings:

Following on from the successful play-reading of *The Importance of Being Earnest*, Julie Markey had asked for the details for the next planned play-reading to be passed on to the membership. The play was to be *Mrs Warren's Profession* by George Bernard Shaw and would take place on Wednesday 15th July at 7.30pm. With two great parts for women (played in the past by actresses such as Carol Browne, Joan Plowright, Jessica Turner and Felicity Kendall), there was also a requirement for at least four men. Parts would be split to ensure everyone interested had a chance to read. It would also be possible to join the Zoom call to listen to the reading – the "audience" in June had greatly enjoyed the experience. Anyone interested in participating as a reader or as audience was asked to contact Julie by Sunday 12th July – details would be available on Social media or via the Honorary Secretary. Julie had asked for her thanks to be recorded to Graham Lay for setting up the technical side of the play-readings.

A further on-line play-reading was planned for Wednesday August 12th when it was hoped to do a more modern play dependent on the availability of a script for these events.

Pat reiterated her thanks to Julie for organizing the play-reading events.

12.3 Forthcoming events:

Pat reminded everyone that, as already stated, the intention at present was to press ahead with plans for Panto 2021 at the Hertford Theatre and auditions were currently planned for September. Clearly, there remained a level of uncertainty as to whether that would be possible or whether it would even be feasible to put the show on in January, so she urged everyone to watch Facebook and the Newsletter for further updates. She asked people to support the Society's activities, whatever they turned out to be, and to support the HD&OS community as much as possible. It was vitally important in such troubled times to keep our sense of community alive, the better to be able to resume our activities as soon as it became possible to do so. She offered everyone her very best wishes and hoped that all Members and Friends would stay safe and well throughout those most challenging of times.

12.4 Vote of thanks:

Graham Lay proposed a vote of thanks to Pat for all her hard work in sorting out the format for the meeting, preparing the documentation and for presenting it single-handedly.

Pat reiterated her thanks to everyone for making the effort to attend the meeting and declared the meeting closed at 9.15pm.

REPORTS FOR 2020-2021

Report from the Trustees for 2020-2021

In last year's report my opening gambit was "what a challenging year this has been for all" well I must admit that I did not have any idea of the further challenges facing not only HD&OS but the World with regard to the Covid-19 pandemic. It does appear though that now we are emerging from what has been a very difficult time for all. On a positive note, I am pleased to report that Trustees have met regularly on "Zoom", a video link, throughout the last twelve months and have discharged their responsibilities to ensure that we continue to meet the criteria for a charity.

The main duties of the Trustees are:

- Ensuring that HD&OS is managed appropriately and solvent. The Trustees continue to minimise expenditure where possible, yet remain consistent with the Society objectives for the quality of our shows. Unfortunately, HD&OS have been unable to perform any shows over the past year due to the Covid-19 pandemic.
- Ensuring that the charity complies with its own rules. There have been no issues for the Trustees to deal with.

The Trustees have also addressed some specific areas of concern for the benefit of the society:

- The Covid 19 pandemic has brought with it many challenges for HD&OS and to ensure compliance with Government guidelines Trustees have postponed all scheduled productions over the past twelve months, including Hertford Theatre Week. Young Idea workshops have also been cancelled over the last year but it is anticipated that these will resume in September 2021.
- HD&OS receive a "Covid 19 grant" last year which has been used to offset show cancellation charges and fund our "Zoom" video conferencing facility, which has allowed HD&OS to undertake virtual play readings and social events.
- The Hertford Theatre refurbishment closure that was originally scheduled for March 2020 has been delayed and construction works are now scheduled to commence in August 2021 with the Theatre reopening in April 2023. As stated in my report last year the Hertford Theatre closure has presented Trustees with the challenge of locating alternative venues. Unfortunately, due to the pandemic, lockdowns and adherence to Government guidelines Trustees have not been able to continue to locate alternative venues during the past twelve months although with the UK gradually emerging from varying degrees of lockdown Trustees should be able to rekindle this issue and endeavour to locate suitable local alternative venues. Trustees have discussed at length the use of Bentley House for future productions and are confident that more in house productions can be staged at Bentley House throughout the period of the Theatre closure but for the performance of larger productions, where Bentley House is not deemed appropriate, suitable alternative local venues will be required.
- There have been no issues requiring Trustee attention concerning our relationship with Signature over the last year.

Finally, and on a sombre note I have to inform members of the sad passing of Monica Hale, past Vice President and member of the Society, and Jess Brady a former member of Young Idea.

I would like to thank all the Trustees for their support and contribution during the year in fulfilling this essential role to maintain the Society's smooth operation.

Clive Bell
Chairman of Trustees

Report from the Hertford Theatre Week Committee

Hertford Theatre Week 2020

Like most of the theatrical world, Covid took its' toll and Hertford Theatre Week was another casualty.

As we were in the in the final run-up, and about to begin advertising, it became obvious we were not going to be able to go ahead; the entries we had lined up for another entertaining week of theatre began to evaporate, and shortly after we made the sad decision to pull the festival – the first time since 1962 there would be no Hertford Theatre Week. The decision was reinforced by the government announcing Lockdown No.1 and the closure of the theatre.

We had high hopes for a 2021 festival, as the pandemic had also hit the redevelopment schedule for Hertford Theatre, pushing the theatre closure back beyond our usual April date. But later in 2020 our hopes were dashed again as lockdowns followed lockdowns.

There does now seem to be a glimmer of light at the end of the tunnel (perhaps, this time, not an oncoming train!) so fingers crossed for a Hertford Theatre Week 2022. All we need now is somewhere to present it as, of course, Hertford Theatre will be well into their rebuild.

So, if anyone has a 400-seat living room please let me know!!!

Steve Onyon
Chairman HTW

Report from Operatic Sub-committee for 2020-2021

Due to the Covid Pandemic, our production of 'The Addams Family' scheduled for October 2020 at Hertford Theatre was postponed till March 2021, then cancelled altogether because of government Covid restrictions. The launch of the new Musical Theatre Choir, planned for May 2020, was similarly affected and has also had to be re-scheduled till 2021. Therefore, sadly, we have not been able to put on any Operatic productions this year and have nothing further to report.

Mary-Jane Tomlin
Operatic sub-committee

Report from the Young Idea Sub-Committee for 2020-2021

It has been a very, very quiet year for Young Idea as it has for most due to the Covid-19 pandemic and the restrictions in place. This has been really disappointing at a time when the young people in our society have missed out on so many things including school, sports and the arts.

In 2020 Julia Barton stepped away from Young Idea after more than 25 years at the helm for a very well deserved rest. I think secretly Julia has appreciated the fact that she has slipped away quietly but I hope we can ensure that a more deserving celebration of her contribution can be made in the future. It seems inadequate to say she has done an amazing job over the years but what I can say is her dedication, organisation and patience has benefitted an enormous number of young people to grow and develop through accessing Young Idea. I was in Young Idea with Julia's sons so feel I am coming full circle in agreeing to take over leading the Young Idea Productions. This was definitely not how I imagined my first year to be but let's hope the next year allows more activity and some easing of restrictions. Our first priority has to be the safety of our young people and the wider community so we will continue to work with the Trustees to ensure this.

May 2020 saw the postponement of *Rock of Ages* to May 2021 which unfortunately was not able to happen due to the pandemic restrictions and theatres remaining closed. The impending closure of Hertford Theatre has also meant some lateral thinking for productions and seeking alternative venues alongside the Trustees. Regrettably we have now had to cancel the production of *Rock of Ages* as finding an alternative venue that is both practically and financially viable has not been possible. However this is a production we will definitely be looking to do in the future when we are able. A number of our members would potentially have had this production as their last with Young Idea so we hope they continue in the pursuit of the arts and wish them all the very best for the future.

Emma Morter has taken the reins for the Workshops and, although we have not been able to restart them as yet, Emma is busy planning for a relaunch in September 2021. Emma was a very active member of Young Idea herself and her passion, experience and teaching skills will be invaluable.

We now start the planning for the new future and the prospect of new projects and productions for Young Idea in whatever form they may be. As always we are indebted to the parents and volunteers who support Young Idea as without them it would not be possible. We always welcome anyone who is willing and able to come forward to be part of the team.

I hope that next year's report allows us to demonstrate the talent and skill of our young people and that Emma and I can continue the amazing success of the Young Idea shows and workshops to inspire the next generation.

Louise Kirtley
Young Idea Sub Committee

Report for Drama for 2020-2021

Like every other area of the Society, Drama has had to be put on hold this year. Having sadly had to cancel 'Going Green' a week before the performance in March 2020, we did toy with trying to revive it as either an online or live performance but the logistics of trying to get the cast and crew back together eventually defeated us. We'd lost our director Cheryl Nicholson and one of the cast (her husband!) to Cheshire and it was reluctantly decided to shelve the production. Thanks are due to all those who worked so hard to try and bring this play to the audience it so richly deserved.

Thanks to the efforts of Julie Markey, we have been able to continue our Drama efforts online in the form of Zoom play-readings. These have proved popular with both performers and audiences, and we are considering continuing these in some form even when we get back to live performing. They are the ideal platform for those who can't or don't want to learn lines any more or live too far away to attend rehearsals, and the play readings have proved invaluable in keeping Society members in touch with each other.

We are planning to resume our Drama activities with a series of duologues entitled 'Deckchairs' which will be directed by Julie Markey. This is a good way to ease back into rehearsals with a relatively small number of people involved at a time. Hopefully, government restrictions will continue to be lifted as planned to allow us to perform these in our Studio Theatre in September and we look forward to the buzz of being back in Bentley House once more doing what we love!

Liane Burnett
Drama representative on Trustees

Report from Panto Sub-committee for 2020-2021

As the Hertford Theatre was due to close for redevelopment immediately following our 2021 pantomime, we had planned a memorable show for our last offering before closure. Under the direction of Lorraine Bottomley, the plan was to put on an original pantomime entitled *Camelot – A Magical Pantomime*, written by Daniel Goode and featuring oodles of magic, spectacular special effects and modern musical numbers. Regrettably, the Covid-19 pandemic struck and the Hertford Theatre had to close down. In August 2020, with continuing restrictions making auditions and rehearsals impossible and with the likelihood that live performances may still not be allowed by January 2021, the decision was reluctantly taken to cancel the show. The intention is that this show will be picked up for production as our first panto to be put on in the newly redeveloped Hertford Theatre after it reopens.

In the meantime, Lorraine Bottomley and Julie Markey put forward to Trustees plans for a panto-style show, again written by Daniel Goode, to be put on over the 2021/2022 Christmas season in the Studio Theatre. This suggestion was approved and work is now in progress on this show. *Jack and the Ice Queen* will follow the story of your favourite characters after the curtain has come down. Set in the Land of Make Believe, we find Sleeping Beauty, Jasmine, Snow White and their Princes planning the annual Panto Christmas bash, while poor Jack hasn't had much luck since returning down the beanstalk, and is forced to sell beans in the village square with his Mum. Widow Twanky and an Ugly Sister are now living in their children's palaces, and on the hunt for a man – enter the Duke of Hertfordshire! Meanwhile in the Ice Kingdom the magical Ice Queen, with her daughter, seeks revenge for pantos past. Can the only non-retired Good Fairy help our heroes save the day? This will be a Musical Theatre style show, with lots of panto silliness, magic and sparkle, plus some great musical numbers and exciting choreography. Music will include songs from Mean Girls, Footloose and The Prom, as well as pop hits from One Direction, Maria Carey and Abba. Keith Willis will be our Musical Director and Heidi Koutselinis our Choreographer. We have also assembled a great team in all the Technical roles and the Panto Committee are already working on Publicity ideas and will run Front of House. Offers of help in all areas are welcome. The show dates will be confirmed following the casting, but we are hoping to run 15 performances between 21st December and 4th January. We will be casting in July so we can confirm the performance and rehearsal schedule for the Production team and to start selling tickets, but there will be no rehearsals until September. Get-togethers will be held at our Studio Theatre on Monday 5th July and Wednesday 7th July at 7.30pm. Auditions will be held in the Studio Theatre on Sunday 11th July in the afternoon. This will be an exciting production to be part of and we are looking for a small, enthusiastic cast prepared to work as a team to create this show. We will be work-shopping some elements and will have a slightly adapted script for a few 'over-16' performances. We are unable to cast anyone under-16 in this production due to dressing room space.

We are very much hoping that the progress of the Roadmap out of lockdown will allow for all these plans to come to fruition this year and we hope that everyone will feel able to come along to the Studio Theatre to support what is an innovative show for the Society.

David Cousins
Panto sub-committee

Bentley House Bar Report 2020-21

Due to the Covid 19 Pandemic the HDOS bar has been closed since March 2020. Unfortunately as a result of the closure some of the stock has gone out of date and has had to be written off.

Thank you to all the members who have helped in the past, hopefully we will be able to re-open when the situation allows.

Sally Newland

Report from the Social Events and Social Media Sub-committee 2020-21

Social Events

Well, this has been a year like no other, with the Coronavirus impacting on the social life of the Society, just as much as it has on every other aspect of our lives. At the time of writing my report for last year's AGM, its effects were just being felt with a level of uncertainty as to how long restrictions would continue, but restrictions in one form or another have been with us throughout the intervening 12 months. As a result, it has not been possible for us to hold any get-togethers in person, so all activities have been via Zoom. Graham Lay took on the hosting of all our Zoom meetings and grateful thanks to him for making possible all the social contact we have been able to maintain throughout the year.

Julie Markey took on the responsibility for co-ordinating a series of play-readings which have proved extremely popular. These have tended to attract a small but loyal group of participants and audience, enjoying a wide range of plays from Oscar Wilde to modern farcical comedy. It seems that there is enthusiasm for the play-readings to continue in some form or other in the future, whether on-line or in person at Bentley House.

Our Christmas party this year took the form of an on-line social event, with a format of short, seasonally-themed entertainments offered by some of those attending, interspersed with the now-familiar break-out rooms, which provided opportunity for social chat and interaction. It was lovely to take the opportunity to dress for the occasion (from the waist-up at least!) as well as to be able to 'perform' again. So popular was this event, that we repeated it twice more – once for a general social evening, again with short entertainments, and a second time with a focus on discussing the issues we face over the closure of the Hertford Theatre. Thank you again Julie for organising these events. A final event was a Revue Evening, suggested by David Harrold and based around classic comedy sketches. He and Julie put together a varied programme which ranged from a 'radio' version of a Thunderbirds spoof to iconic sketches from Monty Python, the ever-popular writings of Victoria Wood, and a classic from Peter Cook and Dudley Moore, all interspersed with comic poems and songs. It was a brilliant evening's entertainment which showed the timeless appeal of well-written comedy. Thank you David and Julie for putting that together and thank you to everyone who has come forward to make a contribution to these social events during the course of the year. Thank you also to our loyal audience members who have tuned in time and time again to listen to our offerings – it is always better to have someone to perform to!

Julie and Jim Markey have also organised a number of quiz evenings during the year which proved very popular. Teams were either from single households or multiple households joining together via the Zoom facility. Enormous thanks once again to Julie and Jim for all their hard work in putting these quizzes together.

As a result of this rather different way of working being forced upon us, it has not been possible for the sub-committee to meet up as usual, nor to work together in our usual fashion on organising events. Two members of the sub-committee – Cheryl Nicholson and Abby Lowman – moved away during this year so we will revisit the sub-committee structure in the coming months with the intention of re-forming when we can get back to meeting in person for social gatherings. In the meantime, we wish Cheryl and Abby every happiness in their new homes and thank them for their contributions to the social life of the Society. I repeat my thanks this year to everyone for your support, especially to Julie Markey for her time (especially the many lengthy telephone conversations we have had around social events!), her commitment and continued work in putting together so many enjoyable events.

Pat Lay.

Social events sub-committee

Social Media

Unfortunately, there is very little to report on the social media front this year due to continued lock down.

We now have 970 followers, an increase of 36 from last year. Posts are still reaching an audience of around 150-400 each (the higher end being the most recent about upcoming auditions).

The posts have mainly been about online social events such as the quizzes and entertainment evenings. There have also been a few recent posts about the upcoming panto and *Deckchairs* auditions as well as a few things shared from other groups such as online projects and songs (Kitchen Sink, St Albans song project etc). We also shared the petition on behalf of Andrea Brady about the tragic loss of her daughter, Jess. Additionally, there have been a few requests to share a few casting posts from outside the society.

There has not been very much engagement other than the odd comment or like on posts. However, I believe the Members and Friends page has had a little more (they are two separate pages).

I am aware that other societies such as Ware have been a lot more active during the year to keep members interested (archived photos, questions with polls, fun little quizzes etc) and I apologise for not doing so on the HD&OS page but I'm afraid the hours I have been working this year have just not allowed for it.

One thing to note is people seem to be a little confused between the two pages and their role (including myself!). We have the official HD&OS page, which MJ and I post in but there is also the Members and Friends page. I am not 100% sure of the role of each and it may need some clarification. Some things seem to be posted on one page by other members but are not posted on the main page because I may have missed them. Do we need both pages? Do they have separate roles or are they just duplicating each other? As I'm not admin for the Members and Friends, I don't know if there are many people that are not on both. The members and friends page is for people to 'join' (266 members) whereas the main page is to follow (970 followers).

Carrie Gilham

Treasurer's report – financial report to July 2021

Our accounts for August 2019 to July 2020 (the financial year end) have been circulated to the membership for presentation at the AGM.

Because of the theatre closure due to Covid-19 lockdowns, we were given a £10,000.00 “hardship” grant by the East Herts Council which has been used to offset non-recoverable losses brought about by having to cancel shows. A substantial part of this grant has been allocated to offset the waiver of membership fees that was agreed at the 2020 AGM. Most advance expenditure (Hertford Theatre deposits and licence fees) for shows has been recovered minimising the financial impact of Covid restrictions.

All expenditure was supported by an Expense forms which the society's members have completed to demonstrate that they are valid and to ensure expenses are allocated correctly.

There are explanatory notes on the Financial Activities sheet outlining what was included.

Subscriptions were significantly down on last year. Utility costs are lower than last year, probably due to Bentley House not being used during lockdown. It was anticipated in July 2020 that Hertford Theatre deposits paid for shows in October and November 2020 would be forfeited and the accounts were prepared on that basis. Hertford Theatre actually refunded the deposits as the theatre was forced to close.

The value of our investment funds is up on last year. The Trustees requested that our investments should be managed so that they are covered by the Financial Services Compensation Scheme which is limited to £85,000 per banking group account. The Schroders Charity Responsible Multi-Asset fund has been selected and funds will be reallocated accordingly.

The Society's shows income was obviously down on last year due to poor ticket sale for January 2019 Panto (due to HT advertising our show on the Family page instead of the Pantomime page) and show cancellations.

I would also like to propose a vote of thanks to Graham Lay for helping me prepare the accounts and Independent Examiners Bill and Beverley Tapper.

This is my last AGM report because I have decided to stand down as Treasurer. I wish my successor the best of luck.

David Curling

HERTFORD DRAMATIC AND OPERATIC SOCIETY

Registered as a Charity

BALANCE SHEET AS AT 31st. July 2020

	2019 to 2020	2018 to 2019
		£ £
Fixed Assets	15,735	20,143
Investment Valuation	216,175	220,278
	231,911	240,421
<u>Current Assets</u>		
Bank Current Account	51,150	59,702
Young Idea Cash in Hand	74	
PayPal Account	0	29
Advanced Payments	6,765	11,193
Bar Cash-in-Hand	1,263	767
Bar Stock	623	667
President's Medals	472	472
	60,346	72,829
	292,257	313,250
<u>Current Liabilities</u>		
Accruals	-3,755	-8,592
Young Idea Fund	-1,049	-11
As above	-4,804	-8,604
	287,453	304,647
Represented By:-		
Capital and Reserves	149,417	149,142
Retained Earnings	-16,537	-16,261
Surplus	6,813	-276
Transfer to Reserve	-20,000	132,605
Investment Fund Reserve	171,862	
Investment revaluation	-4,102	171,862
	287,453	304,467

Signed:-

David Curling

Hon. Treasurer

Hertford Dramatic & Operatic Society
Revenue Account for the Year Ending 31st. July 2020

Income		2019 to 2020	2018 to 2019
Asset Hire/Sales		1,005.40	887.94
Bar Income		452.44	1,554.69
Dividends on Investments	See Below		See Below
Donations Received		472.00	-----
Friends Subscriptions	included		included
Gift Aid Recovery		-----	-----
Membership Subscriptions (incl. Friends)		3,795.00	6,468.00
Social Events		2,749.80	430.05
Other Income (Uncategorised)		6,275.00 (1)	16.00
TOTAL INCOME		14,749.64	9,356.68
Expenditure			
Building Costs	Cleaning & Management	2,176.11	2,599.20
	Council Tax	-----	750.00
	Non-Domestic Rates	396.00	259.20
	Fresh & Waste Water	-----	14.89
	Electricity & Gas	2,603.15	5,243.73
	Building Repairs & Maintenance	1,324.51	5,770.84
		6,499.77	14,637.86
General Administration	Accountancy	-----	-----
	Advertising (General)	-----	-----
	Archives	84.99	123.56
	Bar Expenses	180.00	265.66
	Entertaining	-----	6.29
	Insurance - Members & Committee	2,337.65	2,321.52
	Make up	131.08	24.35
	Miscellaneous Expenses (Uncategorised)	786.41 (2)	415.25
	Newsletter:-		
	Postage	240.10	230.26
	Printing	120.00	234.40
	TOTAL COST OF NEWSLETTER	360.10	464.66
	PayPal	-----	69.21
	Photocopying	1,564.72	2,203.41
	Presidents Expenses (Hon. Board)	15.00	96.80
	Printing Generally	-----	-----
	Repairs	See below	See below
	Social Expenses	3,357.22	990.60
	Software (QuickBooks)	410.40	374.40
	Sound/Lighting Repairs	2,135.95	5,059.65
	Stationery	93.24	122.52
	Subscriptions & Licenses	868.33 (3)	200.00
	Telephone	562.65	564.03
	Training	-----	-----
	Trustees Expenses	24.67	75.88
	Uncategorised Income	112.80 (4)	10.00
	Wardrobe Repairs	88.15	472.47
	Web Site Expenses	402.53	495.52
	Workshop Renewals	-----	159.66
	Workshop Repairs	272.92	701.78
		13,788.81	15,217.22
TOTAL EXPENDITURE		20,288.58	29,855.08
PROFIT/DEFECIT BEFORE SHOW INCOME		-5,538.94	-20,498.40
	Dividends on Investments:-		
	Interest in Charifund (M&G)	5,983.74	5,421.14
	Interest in Charinco (Black Rock)	5,228.97	4,613.32
		11,212.71	10,034.46
NETT INCOME(EXPENDITURE)		5,673.77	-10,463.94
Income From Shows	Going Green	0.00	3,290.84
	Hertford Theatre Week '20	0.00	8,660.70
	Sister Act	1,981.99	2,102.63
	The Sleeping Beauty	-1,627.66	552.53
	Vicar of Dibley 2	8,903.98	1,779.27
	licence rebate	100.00	
	Covid adjustments	-3,811.43 (5)	1,079.81
TOTAL SHOW INCOME		5,546.88	17,465.78
SURPLUS/DEFICIT BEFORE DEPRECIATION	Surplus	11,220.65	Surplus 7,001.84
Depreciation		-4,407.59	-6,708.69
Prior year adjustments			
Appropriate to Capital Account		6,813.06	293.15

Notes:-

- (1) Breakdown:-
Balance of Hardship grant from EHC 6,205.00
Other Income 70.00
- (2) Breakdown:-
Stage apron inspection & certification 722.86
Zoom meetings 57.56
Other Income 5.99
- (3) Figure includes PPL for 2018 to 2019 and 2019 to 2020 which also includes an overcharge which is being refunded.
- (4) Includes £100.00 Young Idea payments
- (5) Write off unrecoverable expenditure and costs for shows deferred.

Investment assets

	Charinco	Charifund	Total
Carrying (fair) value at beginning of period	108,129	112,149	220,278
Add: additions to investments during period*	10,000	10,000	20,000
Less: disposals at carrying value	-	-	-
Less: impairments	-	-	-
Add: Reversal of impairments	-	-	-
Add/(deduct): transfer in/(out) in the period	-	-	-
Add/(deduct): net gain/(loss) on revaluation	6,212	- 30,315	- 24,103
Carrying (fair) value at end of year	124,341	91,834	216,175

Note:

Charifund: £10,000 invested increasing holding from 6713 to 7361.

Charinco. £10,000 invested increasing holding from 58009 to 62735. Blackrock closed Charinco in December 2019 and transferred it to their Charities UK Bond Fund (income).

Fixed assets

	BH Boiler Plant	Computer Hardware	Computer Software	Foyer	Furniture & Fittings	Lighting Bridge	Lighting Equipment	Tools & Plant	Total
Original Cost	£5,357	£3,109	£368	£42,513	£40,893	£10,561	£59,056	£32,449	£185,472
Cum. Dep. As @ 31/7/2019	-£4,192	-£3,109	-£368	-£24,462	-£40,903	-£6,436	-£58,469	-£32,449	-£161,539
Depreciation 2019/2020	-£536			-£2,751		-£534	-£587		-£4,408
Total Cumulative Depreciation	-£4,714	-£3,109	-£368	-£31,012	-£40,893	-£6,970	-£59,056	-£32,449	-£170,379
Nett Book Value at 31/7/20	£643	£0	£0	£11,501	£0	£3,591	£0	£0	£15,735



Section A

Independent Examiner's Report

Report to the trustees/
members of

Hertford Dramatic and Operatic Society

On accounts for the year
ended

31st July 2020

Charity no
(if any)

271065

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2020.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached..

Signed:

Beverley Tapper

Date:

26/01/2021

Name:

BEVERLEY TAPPER

Relevant professional
qualification(s) or body
(if any):

Address:

9 CULMHEAD CLOSE
TAUNTON
TA1 4TG



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hertford Dramatic and Operatic Society

**On accounts for the year
ended**

31st July 2020

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(if any)**

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basis of report**

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**Independent
examiner's statement**

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- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached..

Signed:

[Signature]

Date:

26/01/2021

Name:

BILL TAPPER

**Relevant professional
qualification(s) or body
(if any):**

Address:

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Hertford Dramatic and Operatic Society		271065		
Annual accounts for the period				
Period start date	01/08/2019	To	Period end date	31/07/2020

Section A Statement of financial activities

Recommended categories by activity		Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	subs	9,001	-	-	9,001	6,468
Charitable activities	shows	58,357	-	-	58,357	95,557
Other trading activities		4,278	-	-	4,278	-
Investments		11,213	-	-	11,213	10,034
Other		-	-	-	-	-
Total		82,848	-	-	82,848	114,752
Resources expended (Note 6)						
Expenditure on:						
Raising funds		-	-	-	-	-
Charitable activities	shows	48,999	-	-	48,999	78,465
Separate material item of expense	Bentley House	6,500	-	-	6,500	14,638
Other		13,789	-	-	13,789	15,217
Total		69,288	-	-	69,288	108,320
Net income/(expenditure) before investment gains/(losses)		13,561	-	-	13,561	6,432
Net gains/(losses) on investments		- 24,102	-	-	- 24,102	-
Net income/(expenditure)		- 10,542	-	-	- 10,542	6,432
Extraordinary items		- 2,340	-	-	- 2,340	-
Transfers between funds		-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use		- 4,408	-	-	- 4,408	- 6,296
Other gains/(losses)		275	-	-	275	-
Net movement in funds		- 17,014	-	-	- 17,014	136
Prior Year Adjustment						- 201
Reconciliation of funds:						
Total funds brought forward		304,467	-	-	304,467	304,668
Total funds carried forward		287,453	-	-	287,453	304,467

- 210.00

Provision for lost deposits on Autumn shows

3: The show costs shown on the SOFA includes provision for lost deposits on Autumn shows

Section B Balance sheet

		Total this year £	Total last year £	Notes
		F04	F05	
Fixed assets				
Tangible assets	(Note 14)	15,735	20,143	
Investments	(Note 17)	216,175	220,278	
Total fixed assets		231,911	240,420	
Current assets				
Bar stock	624			
Presidents medals	472			
Nett Book Value at 31/7/19		1,095	1,139	
Nett Book Value at 31/7/20		-	-	
Prepayments		6,765	11,193	Prepayments for shows in future years
Cash at bank and in hand		52,486	60,497	Previous year figure understated by £201.33 in last year's accounts
Total current assets		60,346	72,829	
Creditors: amounts falling due within one year		-	8,581	
Net current assets/(liabilities)		60,346	64,248	
Total assets less current liabilities		292,257	304,668	
Creditors: amounts falling due after one year	(Note 20)	-	-	
Provisions for liabilities		4,804	-	£3875 provision for 2021 subs
Total net assets or liabilities		287,453	304,668	
Funds of the Charity				
Endowment funds (Note 27)		-	-	
Restricted income funds (Note 27)		-	-	
Unrestricted funds		287,453	304,467	
Revaluation reserve		-	-	
Total funds		287,453	304,467	
Signed by one or two trustees on behalf of all the trustees	Signature Print Name	Date of approval dd/mm/yyyy		

Herts Drama & Operatic Society
Profit & Loss by Class
All Dates

	Going Green	Hertford Theatre Week 2020	Rock of Ages	Sister Act	The Sleeping Beauty	Vicar of Dibley 2	TOTAL
Income							
4160 - Other Income	375.93	852.14	243.36				1,471.43
4205 - Ticket Sales	0.00			24,098.00	13,676.00	16,686.00	54,460.00
4210 - Programme Sales				514.00	315.00	371.00	1,200.00
4225 - Canteen				118.27	89.17	58.60	266.04
4300 - Show Fees			Note 1	960.00			960.00
Total Income	£ 375.93	£ 852.14	£ 243.36	£ 25,690.27	£ 14,080.17	£ 17,115.60	£ 58,357.47
Nett Book Value at 31/7/19							
Nett Book Value at 31/7/20		0.00	1,173.00	5,741.60	5,722.50	5,450.00	18,087.10
6010 - Staging	42.00			2,036.00	1,200.00	40.14	3,318.14
6015 - Staging Transport				356.71	672.91	253.75	1,283.37
6020 - Lighting	33.42			354.00	504.00	72.00	963.42
6023 - Effects					966.15		966.15
6025 - Sound			52.47	724.15	95.38		872.00
6027 - Hire of Equipment	153.00						153.00
6030 - Properties	124.14			43.35		78.19	245.68
6035 - Wardrobe	25.00		138.27	2,141.92	1,421.38	454.92	4,181.49
6040 - Musical Director				1,150.00	500.00		1,650.00
6043 - Music Arrangement					1,000.00		1,000.00
6045 - Orchestra				2,880.00	1,280.00		4,160.00
6049 - Choreographer				750.00	800.00		1,550.00
6050 - Director				1,000.00	500.00	500.00	2,000.00
6053 - Licenses	23.37			500.00			523.37
6055 - Royalties			1,976.00	5,099.00	136.76	375.00	7,586.76
6060 - Posters, Flyers; Printing		209.18	150.89	242.50	307.65	171.07	1,081.29
6063 - Programme Design & Print				432.00	452.00	421.00	1,305.00
6070 - Advertising		639.00	40.00	40.00		40.00	759.00
6080 - Scripts & Scores	116.19	1.32				250.00	367.51
6085 - Photographs				60.00	72.00	65.00	197.00
6090 - Rehearsal Pianists				70.00			70.00
6097 - Charges for Comps					42.00		42.00
6105 - Show - Secretarial		2.64					2.64
6110 - Flowers				53.00			53.00
6120 - Show Hospitality				34.05	35.10	40.55	109.70
Total Cost of Sales	£ 517.12	£ 852.14	£ 3,530.63	£ 23,708.28	£ 15,707.83	£ 8,211.62	£ 52,527.62
Cost carried forward to 2021	£ 141.19		£ 3,287.27				£ 3,428.46
Rebate on licence cost for previous shows							£ 100.00
Total cost							£ 48,999.16
Total	£ 0.00	£ 0.00	£ 0.00	£ 1,981.99	£ 1,627.66	£ 8,903.98	£ 9,258.31
Expenditures							
Total Expenditures							£ 0.00
Net Operating Income	£ 0.00	£ 0.00	£ 0.00	£ 1,981.99	£ 1,627.66	£ 8,903.98	£ 9,258.31
Net Income/(Expenditure)	£ 0.00	£ 0.00	£ 0.00	£ 1,981.99	£ 1,627.66	£ 8,903.98	£ 9,258.31

Note 3

Note 1: £810 show fees revenue for rock of Ages has been transferred to FY20-21

2: The income shown on the SOFA does not include £1313.87 Other Income. This is recorded as part of the government grant towards COVID losses.

3: The show costs shown on the SOFA includes provision for lost deposits on Autumn shows

Section C	Notes to the accounts	(cont)
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Note 3 Analysis of income

	Analysis	Total funds £	Prior year £	
Donations and legacies:	Donations and gifts	472		
	Gift Aid	-		
	Legacies	-	-	
	General grants provided by government/other charities	6,205	-	£3875 of £10,000 covid grant representing 2021 membership subscription deferred
	Membership subscriptions and sponsorships which are in substance donations	3,795	6,468	
	Donated goods, facilities and services	-	-	
	Other	-	-	
	Total	10,472	6,468	
Value at Nett Book Value at 31/7/20				
Charitable activities:	Canteen	266	513	
	Entry Fees	-	35	
	Show Fees	960	1,170	
	Ticket sales	54,460	91,626	
	Programme Sales	1,200	1,987	
	Other	-	226	
	Total	56,886	95,557	
Other trading activities:		-	-	
	Asset Hire	988	707	
	Bar Income	452	1,555	
	Other	2,837	431	
	Total	4,278	2,693	
Income from investments:	Interest income	-	-	
	Dividend income	11,213	10,034	
	Rental and leasing income	-	-	
	Other	-	-	
	Total	11,213	10,034	
TOTAL INCOME		82,848	114,752	

Note 6 Analysis of expenditure

	Analysis	Total funds £	FY18-19 £
Expenditure on Bentley House:	Building Repairs & Maintenance	1,325	5,771
	Cleaning and management	2,176	2,599
	Council Tax	-	750
	Electricity	470	1,737
	Gas	2,133	3,507
	Rates (Non - Domestic)	396	259.2
	Water		15
	Total	6,500	14,638
Nett Book Value at 31/3/20			
Nett Book Value at 31/3/20			
Other			
	Archive Expenses	85	124
	B.H. Refreshments	13	6
	General Advertising	-	
	Bar Expenses	180	266
	Insurances	2,338	2,322
	Make Up	131	24
	Miscellaneous Expenses	786	415
	Newsletter	-	-
	Postage	240	-
	Stationery	8	-
	Printing	120	
	Total Newsletter	368	465
	Office/General Administrative Expenses	-	34
	PayPal	-	35
	Photocopying	1,565	2,203
	President's Expenses	15	97
	Social Events Expenses	3,357	991
	Software (QuickBooks)	410	374
	Sound/Lighting Repairs	2,136	5,060
	Stationery	85	123
	Subscriptions & Licences	868	200
	Telephone	563	564
	Trustee Expenses	25	76
	Uncategorised Expenditure	-	10
	Wardrobe Repairs	88	472
	Website	403	496
	Workshop Renewals	-	160
	Workshop Repairs	273	702
	Young Idea Payments	100	
	Total	13,789	15,217
TOTAL EXPENDITURE		20,289	29,855

3: The show costs shown on the SOFA includes provision for lost deposits on Autumn shows

Section C **Notes to the accounts** **(cont)**

Note 14 **Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

14.1 Cost and Depreciation

	Bar Equipment	Bentley House Boiler	Computer Hardware & software	Computer Software	Foyer	Furniture & Fittings	Lighting Bridge	Lighting Equipment	Muslin Drapes	Properties & Wardrobe	Tools & Plant	Total
Original Cost	87	5,357	3,478	369	42,513	40,893	10,561	59,056	344	6,595	32,449	201,701
Disposals												-
Additions												-
Cum. Dep. As @ 31/7/2019	0	4,178	3,478	369	28,260	40,893	6,436	58,469		6,595	32,449	181,127
Depreciation 2019/20	-	536	-	-	2,751	-	533	587		-	-	4,408
Cum. Dep. As @ 31/7/2020	87	4,714	3,478	369	31,012	40,893	6,970	59,056		6,681	31,660	184,918
Nett Book Value at 31/7/19	87	1,179	-	-	14,252	-	4,125	587		-	-	20,230
Nett Book Value at 31/7/20	-	643	-	-	11,501	-	3,591	-	-	-	-	15,735

14.5 Revaluation

3: The show costs shown on the SOFA includes provision for lost deposits on Autumn shows

Section C	Notes to the accounts	(cont)
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Note 17 Investment assets

Please complete this note if the charity has any investment assets.

17.1 Fixed assets investments (please provide for each class of investment)

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total	
Carrying (fair) value at beginning of period	-	220,278	-	-	-	-	
Add: additions to investments during period*	-	20,000	-	-	-	-	Note 1
Less: disposals at carrying value	-	-	-	-	-	-	
Less: impairments	-	-	-	-	-	-	
Add: Reversal of impairments	-	-	-	-	-	-	
Nett Book Value at 31/7/19	-	-	-	-	-	-	
Nett Book Value at 31/7/20	-	24,102	-	-	-	-	
Carrying (fair) value at end of year	-	216,175	-	-	-	-	

Note 1:

Charifund: £10,000 invested increasing holding from 6713 to 7361.

Charinco. £10,000 invested increasing holding from 58009 to 62735.
Blackrock closed Charinco in December 2019 and transferred it to their
Charities UK Bond Fund (income).