

**Hayling Island Amateur Dramatic Society**  
**MINUTES OF AGM HELD ON MONDAY 8<sup>th</sup> FEBRUARY 2016**

The Vice Chairman, Laurie Noble, opened the meeting and welcomed all present.

The Secretary read out the apologies for absence: Alan Hoad, Andy Wharton, Brenda and John Greenland, June Bulley, Joyce Gillman, Linda MacDonald, Anne Vinson and John Blackwell.

**PRESIDENT'S ADDRESS:**

Good evening Ladies and Gentlemen and thank you all for coming on such a ghastly night. This year we celebrate our 20<sup>th</sup> year at the Station Theatre and I clock my 50<sup>th</sup> year since joining HIADS – is it really so long ago? After missing the AGM last year, through family commitments, I am delighted to return this year. This has been a difficult year for the management of the Society and we have much to thank Laurie and June for stepping into various appointments, along with help from Wendy and Martin. At the helm, we lost our chairman, Alan Hoad with his surgical problems about five months ago, although he has continued to keep in close touch and we do hope the medics will get him on his feet again soon. Laurie has kindly stepped into that role. In late summer we lost our vice-chairman, Chris Laphorne, who sadly died at the age of 68 and finally Wendy who had stepped in as Acting Treasurer, managed to fall off a bed in the hospital and broke her hip and wrist. I am delighted to say that she is back with us.

Looking through the remarks I made at the AGM ten years ago, I notice that we had a major problem then as no-one would volunteer to become chairman and I told the Committee that they would have to choose someone from amongst themselves to be chairman. A successful society, such as ours, needs experience and commitment from those who have passed, or are passing through, the acting stage.

On the plus side we have, in the eyes of our followers, audiences and the general public just completed a highly successful 12 months; indeed we managed 6 productions instead of five by doing two pantomimes. Time will tell whether performing our pantomime before or after Christmas was a success. Overall our audience numbers were down by over 6% on the previous year. This was not helped by the late change of dates for 'Salt of the Earth', when the first night was moved to the previous Friday. Unfortunately this coincided with the first visit of our new MP, Alan Mack, when there were only 38 in the audience and it looked a little thin, but he seemed to enjoy it.

A quick look at the plays and pantomimes we performed, under five different directors. The first pantomime, 'Jack and the Beanstalk', directed by Malcolm Bain, certainly pulled in the crowds and delighted its audiences – and that's what counts. 'Wife after Death', our first HIADS play of the year, also brought in the crowds with nearly full houses. It has been shortlisted for the Portsmouth News WOW awards. It was skilfully directed by Katie Hudson and was a highly amusing thriller despite its title. This was followed by Martin Stevens directing the vintage comedy 'The

'Happiest Days of Your Life' for the second time with us and was a play which was most appreciated by our older audiences, but seemed a little lost on the younger members. It also gave good parts to a couple of our youth members.

This was followed by 'Dick Barton – Special Agent' a new parody compiled from the wartime wireless show. Having listened regularly to the original programme so many years ago, I was not certain that it captured the thrill of the original, but Malcolm Bain made a good job of it with cast hopping around covering lots of different characters each. It was particularly good to see Peter Hewitt and Scott Hawley, former Youth Theatre members, in the cast. This proved to attract the best attendance figures of 2015 with 95% of the seats full, despite not having been advertised in our flyers. However, in my opinion, the final play 'Salt of the Earth' set in the north country, was quite the most original and interesting play of the year. As his swan song with the Society, Andy Griffiths directed his experienced cast with great aplomb and produced a memorable evening. Sadly our Hayling audiences shied away, but those who saw it praised it beyond measure.

In between, our Youth Theatre HIYA, all 25 of them, gave us a memorable and exciting evening entitled 'Don't Forget to be Awesome', when they devised and performed four one act plays, all based on the theme of Awe, but with entirely different settings. Firstly a group of students braved the creaks and bumps in the night at an old hotel. This was followed by a splendid and clever mime on the theme of 'Cluedo' in which the audience were invited to participate and was quite outstanding. Then came a brisk adaptation of Little Red Riding Hood, with variations on many themes and finally their evening was rounded off with a trip on a Cruise Liner with interesting results. A resounding success for the four teams and especially for Laura and Cathi who oversaw and advised on it all. There was talent galore. Hampshire County Councillor Frank Pearce offered HIYA a grant from the youth education budget which last month resulted in a grant of £5,000 to support all aspects of HIYA's plays, drama education and training.

The selection of HIADS plays was interesting in that, for the first time that I can recall, our four plays (not pantos) had more parts for men than they had for women 21 against 18. Ten years ago it was 17 men and 19 women. With two of our leading actors over the past twenty odd years, Andy and Jenni, leaving us for Blackpool shortly, this opens up quite a gap in our acting membership, I would like to take this opportunity to thank these two stalwarts, who apologise for not being here tonight, who gave so much of their time, energy and expertise, including forming HIYA, and to whom we gave a presentation at our excellent New Year's party.

In between our HIADS offerings we have welcomed audiences to many visiting groups both from the Island and further away. Hayling Musical Society gave us '70, Girls, 70' a new musical described as 'pensioners behaving badly', while Island Dance Fusion entertained us with 'Razzle, Dazzle, Dance'. Two of Portsmouth's leading Amateur Dramatic Societies saw the welcome return of CCADS with 'Love at the Musicals' and the musical 'Road Show' while from Southsea Shakespeare Society we enjoyed a highly amusing 'Merry Wives of Windsor'. There were several other visiting one night stands, Tom Bertram, Gordon Peters and the Forge Theatre with 'Leaves on a Line', some of which were very well attended and some certainly gave us something to think and sing about. There really was something for everyone's

taste. Do support them as they make an essential contribution of our annual income. Ideas for new visiting groups are always welcome.

Films on Fridays are a popular ingredient of HIADS offerings and they attract varying, but mostly good, audiences. Many thanks to Sue who makes the choice and Richard who usually mans the box. We have also helped spread the name of HIADS with at least two Murder Mystery evenings under the direction of Laurie and Katie Tappy.

Under the excellent organisation of Sue Finn I would like to thank the Social team for events such as the BBQ, Natter Nights and the New Year's party, which gives old and new members a chance to get acquainted. And I have still left out Brian Stubbings, who unobtrusively produces, programmes, flyers and publicity material. Then there is Judy McFarling who manages the bar so efficiently but could always do with more help, as do Betty Richards and the front of house of house and box office teams. They are all part of the unsung but essential teams who run the Station Theatre.

Anyway I will leave the acting chairman to fill you in with the details of what the Executive Committee have been doing during the past year and what the future might hold. Including, of course our 20<sup>th</sup> anniversary in the Station Theatre. There may be a little fund raising, which we haven't done for over twenty years, but the Honorary Treasurer will explain more.

As always there is a sad note in amongst my address. I have already mentioned the sudden death of Chris Laphorne, our Vice Chairman, who was involved in so many other Hayling projects as well being a tower of strength within HIADS. On the same day as his funeral was that of former Havant Borough Councillor Ken Moss, who was our main contact and ardent supporter of the Station Theatre project when we started. More recently we lost one of our senior Honorary Life Members, Bee Clayden, who first joined HIADS in 1956, directed and appeared in a large number of plays. After leaving the area she returned in 1977 and finally retired after directing the first ever amateur performance of 'Pack of Lies' in 1987. Also during 2015, we lost two patrons Cllr Ted Gale and Gill Shergold, as well as Beryl Wright-Bolton who was one of our Box Office stewards for many years. I would also like to thank our patron, Dougie Sharp, who has been cutting our grass beautifully for some twenty years, but suffered a stroke last year and is now sadly wheelchair bound.

In all these thanks I must include all those of you who work tirelessly behind the scenes, whether it be set building, costume making, front of house, box office, publicity and more – there are over 70 of you and HIADS wouldn't be the success it is without you. But we always need more - so please volunteer.

Finally I would say a big thank you to Alan Hoad and his Executive Committee who have made some important decisions this year which I'm sure you will hear more about later. Being on a Committee can be very fulfilling, hard work, but fun. I will leave Laurie to explain. We are very well thought of by the Borough and Council Officers and they are well aware that we provide an excellent, all round the year attraction for the Hayling Island community. A last note on HIYA's recent imaginative Strictly Dancing mini panto which was seen by over 300 people, I was

interested to see, that although I had played many different parts in HIADS productions, I had never before seen a character cast as Derek the Donkey.

Thank you.

Derek Oakley

7th February 2016

### **MINUTES OF THE AGM 2015:**

Acceptance of the minutes was proposed by Katie Tappy and seconded by Martin Stevens.

### **MATTERS ARISING FROM THE MINUTES:**

There were no matters arising.

### **CHAIRMAN'S REPORT (Unable to be present due to ill health): REPORT read by Hon Sec, June Noble**

The Presidents' Address is as usual informative and comprehensive and therefore I will not repeat most of what he has covered. However I will echo his appreciation of the way Laurie, and June backed by other members of the executive have stepped up to keep the management of the society and theatre operating since my indisposition in September. I will also miss Chris Laphorne who did so much behind the scenes until his illness . Derek was a little luke warm about Dick Barton Special Agent. This was the last play I was personally involved with and for me it was a thoroughly satisfying play even though I too had listened regularly to the original radio programme. Finally having been involved with plays in which Andy and Jenni have also taken part, I know that I and the Society will miss them when they move. My thanks to them for their involvement over the years..

The main management issues at the beginning of the year were to carry out major maintenance to the arcade doors which were suffering from rot, and the proposal for an extension to the foyer. The "glasshouse" is fast reaching the end of its life. In discussions with Havant Borough it became clear that it would be difficult to proceed with our plans before negotiating the extension of our lease which was due to end in October 2017. HBC have granted us a 21 years extension and our lease now expires in 2038. Subsequently with HBC agreement two of the arcade doors were bricked up to lessen the maintenance needs and the others replaced. As part of that exercise one of our members, Richard Coates, carried out a Fire Safety Risk Assessment His subsequent report has been of great assistance and I thank Richard for his work and his subsequent Fire Safety training for members. Our architect is producing drawings for the foyer extension. The buildings electrical wiring was recently inspected in line with statutory requirements and the doors on the East side of the building are also in need of major maintenance.

We are blessed with members who understand what needs to be done, be it onstage, backstage, front of house, bar work, costumes, and maintenance. And my heartfelt

thanks go to you all. But, remember, we have to keep the theatre running up to at least 2038 so please keep looking for new recruits to help us.

Some of us need to take a break from time to time and Sue Finn who has been keeping the films running smoothly for some years has asked to stand down for a while. I thank Sue for all her work behind the scenes in choosing and ordering the films and ask you to consider whether you could take her place.

I am due to see a consultant orthopaedic surgeon two days before this AGM and I hope this will lead to me being able to come to the theatre to help in any way I can at some time in the future.

Alan Hoad

#### **MATTERS ARISING FROM THE CHAIRMAN'S REPORT:**

- There were no matters arising

June Noble proposed a Vote of Thanks to the Chairman, seconded by Laura Duncan.

#### **ACTING TREASURER'S REPORT:**

I would like to start by thanking Martin Stevens for stepping in to cover me whilst I was lazing about in hospital, also for year ending the accounts. Of course Laurie and I both shared the accounts in 2015 so thanks to him. As for Betty Richards where would we be without her sorting out the figures.

So, to the report, you should have two reports –

Income and Expenses and, and Year End Balances. Each report shows 2014 figures for comparison. On the back you will find some pie charts, thanks again to Laurie.

On 31<sup>st</sup> December 2015 we were lucky enough to receive from Hampshire County Council, a grant of £5,000 from their Youth Education budget. This is to be made available for HIYA in 2016 and give our younger members opportunity to learn and experience theatre in ways previously ruled out by limited funds. Because this sum arrived in our account in 2015 it is included in income, but so as not to distort comparison with 2014 it has been deleted from the total income figure. This means that in 2016, despite putting on 6 HIADS plays, which includes two pantomimes, 1 HIYA play, showing 10 films and hosting 10 visiting companies, we still made a loss of £2,560.

A useful rough guide to bear in mind is that approximately the first £4,200 taken at the box office for a standard 7-night run covers our overhead, but not the cost of set, props and costume. Anything taken above that enables us to support the next production, maintain the building and improve facilities. This guide figure would be more for a pantomime and less for a HIYA production. In 2015 our highest grossing play took £6,819, and holding 2 pantos' in the same year made things look good. The films in 2015 did better than 2014. HIYA gave us a performance of "Don't forget to be Awesome". The visitors were slightly lower; this could be due to the cancellation of one of our events having to cancel due to ill health.

The cost of operating the card system (equipment rental and service charge) is 0.6% on Debit Cards and 2% on Credit Card sales, any sales that go through the P'aypal system is on a sliding scale, up to £1500.00 sales in any one-month cost HIADS 3.4% plus .20p on each transaction, which seems to be the average for this service. If our

sales increase the cost is reduced 2.9% plus .20p on each transaction. Total cost for 2015, approximately £820.

The reports you have with you are the usual reports produced for the AGM but, in case you are not familiar with them, I will explain as we run through them; first the **Income and Expenses** report. HIADS Productions refers to our main productions plus any HIYA shows, Ticket sales for our main productions have always contributed about half our total income. For 2015, we show an increase box office take £4,331 (14%) up on the 2014 figure. The main reasons for this are as mentioned earlier.

**Films:** Film income is slightly up from the 2014 by £527.

**Visiting** Events income has fallen slightly as explained earlier.

**Front of House Sales** are the bar and refreshments income. This shows an increase of £1,500, over 2014 due to the hard work of our volunteer stewards that man the Bar and Refreshments, and of course to the audience numbers.

The final income category, **Other**, includes our membership subscriptions, donations received, bank interest. The income from member events such as the barbecue, Murder Mystery and Quiz night is down from the 2014, this is due to low attendance to the events. The social committee put a lot of effort into their events and we thank them for their work in 2015.

Overall, Income, was more than £5,200 up on 2014

Turning to **Expenses**, Production Costs refer to the direct costs of putting on our shows - royalties, scripts, scenery, costumes, etc. The total is up from 2014, by some £1,372 (13%) but there will always be variations depending on the type of shows we perform, and in this case the additional pantomime.

This figure is obviously not dependant on audience numbers.

Front of House Purchases are simply the cost of the bar, ice cream and refreshment stock which, as you can see, shows a increase matched by the increase in sales.

Our overheads are divided into four groups. Firstly, **running** which simply means keeping the building going - heat, light and power, waste disposal, servicing, general repairs, cleaning and so on. In 2015 we have had to upgrade our electrical wiring in order to meet current safety standards at the cost of £1,487 and the removal and replacing with brick the fire doors in the Gallery at the cost of £7,424 this include related costs for the intruder alarm. At total increase of 71% We are looking at more expense to the building in 2016. Our gas and electricity bills are less than 3.5% increase, this could be due to the timing.

**Marketing & Office**, about half of which is advertising costs, includes all the office supplies, telephone, photocopying,

etc. An increase from 2014, £612.52 (9%) due to upgrading office software.

**Admin** is costs related to insurance, accountancy fees, premises licence, rates etc. minimal change when compared to 2014 shows a slight increase of £846 (14%) due to the improved Insurance and the costs of solicitors for the new lease.

**Other** covers donations, gifts and other miscellaneous outgoings such as the costs associated with member events which are covered by the income generated. 2015 includes DBS and alcohol licence Training an increase of £466 (18%)

The last category is **Fixtures, Fittings & Equipment**. This covers items which had to be replaced during the year and for any additional equipment. Slightly up on 2014 This will increase in 2016 as the building and equipment start to age.

New items over the last fiscal year HIADS have spent £1,058 on our own defibrillator, £4,854 on stage lighting, plus installing new hygiene equipment, and installing shelving in the workshop.

Replacements: New Hearing Loop £5,404, Notice boards £1,270, Sound Laptop, Fridge Freezer, Electric Stapler and various small items.

The other page shows the **Year End Balances** report simply shows where all the money is being held. As you can see, there is an increase, due to the £5,000 grant. The pie charts on the reverse are to show, in a diagrammatic form, where the money comes from and goes to. Even in a successful year, although our ticket sales cover our overhead, the money raised from subscriptions alone does not cover the cost of putting on plays. The 2015 income from plays, and member subs totals (1) £38,935, whereas our operating overhead plus the cost of putting on plays totals (2) £50,398, thus leaving a shortfall of £11,504 which shows that, even in a highly successful year, we need the films and visiting events to make up the shortfall and enable us to continue.

HIADS is non-profit making but we need to maintain a margin each year to enable us to keep the premises in good order and keep up with an ever faster moving technology and to continuously improve the facilities in our theatre. This report shows a closing balance of £47,296. This is not considered to be too great a cushion for the society considering we have a turnover of approximately £71,000.

A decision must take place as to whether an increase in ticket sales takes place or a reduction in the amount of the budget that can be spent on each performance. however, we now look forward to 2016 where we have some excellent plays.

Wendy Tobin  
Acting Treasurer

#### **MATTERS ARISING FROM THE TREASURER'S REPORT:**

- Malcolm Peake commented that although we show a loss on our annual account we appear to have a high outgoing spend for 2015. The Treasurer explained the major items. Malcolm asked what plans we have in place to avoid a similar loss in 2016. The Vice Chairman explained that the EC had agreed to raise ticket prices later this year.
- There was general approval of the Exec Committee's decision to increase ticket prices from £8 to £10 from August onward. Fiona Blackwell felt that this could cause audiences to be more selective rather than supportive. Laurie pointed out that this would bring HIADS in line with other amateur companies and assured members that ticket pricing would be kept under review by the EC.

Laurie Noble proposed a vote of thanks to the Acting Treasurer including Martin Stevens and Betty Richards.

#### **APPOINTMENT OF ACCOUNTANTS:**

The meeting was informed that we had to appoint registered accountants and Wendy proposed that we appoint C.J. Driscoll of Mengham. Seconded by, John Tappy and agreed unanimously.

## **PROPOSITIONS:**

There were two propositions.

1. Proposal by: The Executive Committee and having been circulated to all voting members as required by clause 13 (b) of the Constitution.

Summary, as read by the Hon Secretary.

The current HIADS Constitution defines membership as follows. Note that Grades not mentioned are unaffected.

### 3. **Membership**

(a) Membership shall fall into the following categories:

(i) Full Membership - Subscription £20 annually. Members shall have full voting rights and are eligible to take part in productions.

(iv) Associate Members – Subscription £10 annually. Associate Members will receive newsletters and be welcome at all HIADS functions, but will not be eligible to vote nor participate in productions.

### **Proposal**

1. The grade of ‘Associate Member’ be removed from the Constitution.
2. The membership fee will be amended to £15 per annum.

**Part of the justification for proposing this amendment is that the current grades are unclear to our insurers. This change will ensure that everyone working with HIADS whether on-stage, back stage, FoH or any other role will be covered by our insurance up to the age of 80 years.**

The revised Constitution would thus show clause 3.(iv) Associate Membership deleted, and clause 3.(i) amended to read.

### 3. **Membership**

(i) Membership - Subscription £15 annually. Members shall have full voting rights, be eligible to take part in productions and participate in any off stage or management role within the society.

## **DISCUSSION:**

- Margaret Wiscarson asked what insurance cover would a member have after the age of 80 years. The Ho Sec explained that she had been unable to find any insurance company that would offer group cover over 80. Over that age members would have to rely on their own private insurance policies.
- Members asked from what point would the new membership fees would come into effect. Martin Stevens stated that 01 March had been agreed.

**The proposition was accepted on a show of hands, with one against and one abstention.**

2. Proposal by: The Executive Committee and having been circulated to all voting members as required by clause 13 (b) of the Constitution.

Summary, as read by the Hon Secretary.

The current HIADS Constitution states as follows.

**There will be a £6 per person reduction for the second and subsequent members of whatever category living at the same address.**

The Executive Committee proposes that the £6 per person reduction for members at the same address be deleted from the Constitution and that **ALL** members are subject to the full subscription rate.

**The proposition was accepted unanimously on a show of hands.**

### **ELECTION OF EXECUTIVE COMMITTEE:**

In accordance with clause 5 of the Constitution, the Executive Committee will consist of four officers and three to five members of the society. The Vice Chairman, Honorary Secretary, Honorary Treasurer and members of the Committee, including the DPS, shall serve for a two-year term at which time they will resign but will be eligible for re-election. In accordance with clause 5.c of the Constitution, the Chairman shall be elected annually, but shall not serve more than three consecutive years. This year there are six to eight places to be filled on the Executive Committee these are the roles of Chairman, Vice Chairman, Honorary Treasurer, Honorary Secretary, Designated Premises Supervisor, plus two members to four Members. Wendy Tobin wishes to resign but will re-stand as an officer. Laura Duncan has one further year to run.

We have only one nomination for the post of Chairman of the executive committee and that is for Laurie Noble, who is thus elected unopposed.

We have only one nomination for the post of Vice Chairman of the executive committee and that is for Alan Hoad, who is thus elected unopposed and who we are assured will be back with us as soon as possible.

We have only one nomination for the post of Honorary Treasurer of the executive committee and that is for Wendy Tobin, who is thus elected unopposed.

We have only one nomination for the post of Honorary Secretary of the executive committee and that is for June Noble, who is thus elected unopposed.

We have three nominations for membership of the executive committee and they are for Bob Tobin, Steve Hern and Simon Cundick, who are thus elected unopposed.

We have one nomination for the post of Designated Premises Supervisor of the Station Theatre and that is for Adrian Trew, who is thus elected unopposed.

I would like to thank the new members of the Committee for coming forward for election and wish them well.

In addition to the Executive Committee, we have advisory Committees who report to the Executive. In accordance with Clause 6 of the Constitution, the composition of these committees will be ratified by the new Executive at its first meeting.

**THE SCULPTURE:**

The Secretary read out a statement concerning the sculpture as follows: “In accordance with the terms of the agreement between HIADS, Hayling Schools, Havant Borough Council and Claire Straiton, the sculptor of the statue entitled “The Players” sited in front of the Theatre, I confirm that the bronze is in good condition and is insured with Zurich Commercial for the initial sum of £18,000, which being index linked now stands at £23 950.00. The policy is against Fire and Special Perils with an excess of £100.”

**ANY OTHER BUSINESS:**

- John Tappy advised members of the 70<sup>th</sup> Anniversary of the LTG. A Gala would be held in Birmingham in April and HIADS would be able to send up to 12 representatives.
- The Hon. Secretary advised members that HIADS August play, ‘One Man Two Guvnors’ would open with a Gala performance to celebrate the theatre’s 20<sup>th</sup> anniversary.
- Katie Tappy thanked members for all the hard work that enabled the theatre to be run successfully for the past 20 years.
- Dafydd Modig suggested that Pantomime performance times could be amended to be more child friendly. 2.30 Saturday matinees sell out quickly, but if the Saturday evening performance were brought forward to 6.00 rather than 7.30 this would mean children could be home by 8.00.
- Anne Hollis asked about Sunday opening. The Vice Chairman said these latter two points would be discussed by the Exec and Production Committees.

The Chairman closed the meeting at 20.50, after which a meeting of the Trustees was held. During this meeting the election of the committee members as described above was ratified and the Directors were empowered by the Trustees to run HIADS Limited.

The Secretary dealt with the paperwork for this.