

St Ives Arts Club CIO

Minutes of meeting 25th January 2pm .

Present:

S Litherland (Chair), Chris O'Reilly, Will Sleath , Anthony Gribbin , Cynthia Jenkin , Honor Nankervis , Archa Robinson , Wendy Gribbin

Trustee : Sheila Scholes

Apologies : Jeremy Edwards , Phil Gee , Craig Brown

2. Adoption of the New Committee

The Chair welcomed all to the first meeting of 2022 and the new format of the Arts Club - a CIO charity.

In accordance with the new Constitution , the Trustees (SL and SS) approved the adoption of a new Executive Officers and committee as per the attached Schedule for 21/22.

3. Operations Report. (attached pdf)

This was circulated by SL , debated and approved.

4. Financial Report. (attached pdf)

This was circulated , debated and approved.

5. Membership Report.

CO advised that there were 102 paid up members. He had lists of previous years members and a final call would be made for 20/21 members to renew before removing them from the membership lists.

6. Bookings.

CO advised of minimal bookings for the Theatre space , apart from regular in house bookings and circa 26 weeks booked for the Exhibition space. A reminder would be included in the Newsletter for members to book before inviting further applications from members who may have already booked.

7. Exhibitions Report.

AG advised that there were 2 members exhibitions scheduled for Easter and September. A sub committee would be formed to review protocols, charging etc.

8. World Classics.

Will Sleath expressed a desire to promote further concerts but would need full capacity - 65 - to ensure financial viability. He had performers in mind and would progress accordingly. SL advised that an event was scheduled for the September Festival period , it may be possible to use a Tregenna Castle lodge donated to the Festival Committee.

AOB

A.Electrical Report - Delve and Nankervis

SL advised that under the 3 years fixed wiring report , A,B , C items had been identified which required repair/upgrade - group C items being urgent. It was agreed that the Chair could instruct electricians to undertake the work asap - budget cost £1000. A copy of the report is being priced for start of work in the next 2 weeks.

B.Hip End Roof - Westcott's Quay

SL advised that loose slates had been removed but the whole hip end needed inspecting and probably re-laying. JS Roofing will visit on 2/2/22 to inspect quote and schedule the work. Budget £2500

C.New Door

SL advised that builders Duncan Davidson and Gary Asquith had visited and confirmed that the work could be undertaken in mid February. A door frame , door and for furniture will be sourced. Additional accommodation works will be required in the existing Fire Escape hallway and will be agreed on site. Budget £2500 - £3000.

Membership fees 22/23

The question of married couple membership rates was raised - £60 as opposed to £40 each. The matter was debated and it was agreed to raise it at the first AGM for member approval to any change . It was suggested that a note be included in the Newsletter inviting couple to consider paying the individual rates pending any formal change.

AGM and next meeting

Set for the 15th February at 7pm with 6.30pm pre - meet for the committee.

Operations Report - St Ives Arts Club January 2022

Summary

The Club has undertaken, more or less all its traditional activities, in accordance with Government advice and until recent advice about the Omicron Covid variant , had a busy programme of events.

Performances by Bailey Tomkinson and Du Glas - due in late December - had to be postponed.

Capacity in the Theatre space has been reduced to 50 seats - down from 65

In September a reduced but comprehensive programme of Festival events was hosted with just one cancellation - a screening of Am American Potter in St Ives - due to low advance ticket sales.

Ticket sales for the Club were undertaken by CRBO but due to a persistent delay in receiving payment, including the threat of Court action , the account with CRBO was closed. Payment was received but there is a dispute over circa £120.

A club account has been set up with Eventbrite which gives full control of promotions and sales to the Club. Payment is received with 7 days of the end of an event. Ticket charge is £1 plus 34 pence admin charge. The cost is discussed with performers in setting ticket prices.

The Guildhall - Cultural Services Manager Emma Gibson - has set up a platform for on line sales with the Visitor Information Centre /Library being able to issue tickets at the sales desk. The club has been invited to consider using that facility for a similar price to Eventbrite.

The Exhibition Room was fully occupied until the end of October and for 1 week in December - a first exhibition by Molly Hocking from the 18th December.

Regular - twice weekly - inspections have taken place of the Club for the past 18 months ((including during lockdown)

An independent Fire Risk Assessment has been initiated with Michael Nankervis. This was overdue and required a full Electrical Inspection Survey and PAT testing to be completed. This was done by Delve and Nankervis. An AOB agenda item is included in this regard.

The Fire and Burglar Alarms have been regularly serviced and faulty parts replaced.

In November , due to strong winds , a number of slates on the Westcotts Quay frontage became loose and were removed. Strong sealant / grab adhesive was applied to all slates in the proximity and flash band applied to secure the area. An AOB agenda item is included in this regard.

The proposal to introduce a door from the Exhibition Room into the stair corridor accessed from Westcott's Quay has had a chequered progress. A company who were due to start work have had to postpone due to a client requiring work to be completed by Easter but another firm has been nominated. An update will be provided at the meeting.

Updates on Theatre and Exhibition Room bookings will be provided by the Bookings Officer.

Table 1

Executive Officers 21/22	Holder		Tuesday, 1 February 2022	
President	Steve Litherland			
Vice President	Anthony Gribbin			
Secretary	Honor Nankervis			
Treasurer	Chris O'Reilly			
Membership Officer	Chris O'Reilly			
Bookings Officer	Chris O'Reilly			
Exhibitions Officer	Anthony Gribbin			
World Classics Officer	Will Sleath			
Social Events Officer	Jeremy Edwards			
Sound / Lighting Technician	Craig Brown			
Non Executive Officers	Non Executive Officers			
Monday Art Rep				
Theatre Group Rep				
General Purposes Committee members	General Purposes Committee members			
	Wendy Litherland	Louise Vallis	Susan Barrowclough	Phil Gee
Sub Committees	Sub Committees			
Exhibitions	Bob Devereux			
Social Events	Wendy Litherland	Louise Vallis	Wendy Gribbin	

Financial Report - Arts Club meeting January 2022

Headlines - Income

The main bank is Santander and as at 23/1/22 the balance in the account was £39,200. This is the highest in the Clubs history and has been accumulated by circa £19,000 of Government grants and operational cost savings - mainly House Management (was £4000 p.a) as well as lower consumables.

Of the £39200 , the sum of £4780 relates to obligated sums - Grant for film project £3100 , Unspent stage grant £650 , Unspent picture restoration Fund £280 World Classics donation £250 and PC sum for legal fees £500.

The free funds are £34420.

We have a dormant HSBC account with circa £2000 which needs to be closed by Archa - as original signatory.

The Government grants were received over 15 months of £1334, £6001, £238, £2096 and £8000

In 20/21 the Club , via Sum Up , turned over £16836. It paid out , to 21 members £11855. This equates to 70% of income.

The club bears the 1.67% credit card fee.

The club also received payments from Sharon McSwiney of £1724 , Alison Dupernex of £510. - they use their owe credit card machine.

2 Molly Hocking Concerts earned the club £90 and £84 respectively.

Membership income was £2920 via DD/So and £350 cheque/cash = £3270 or circa 82 paid up members

Headlines - Costs

The 20/21 core costs were slightly down on expectations and electricity and gas should be 20 - 30% higher for the year ending 31/9/22

There was miscellaneous expenditure of circa £3000 - full list to be included in the AGM report.

Table 1-1

Core Costs	Supplier	20/21
Electricity	EDF	1155
Gas	GazProm	800
Water	SWW	500
Insurance	Higos/	2546
PRS/PPL	Music Licence	260
Fire Alarm	Trelawney	250
Burglar Alarm	Duchy	70
Cleaning	Archa	1800
Fire Extinguishers	Trelawney	150
WiFi	Freeola	420
Bank Account	Sanatander	90
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