

**Annual General Meeting
Brough Memorial Hall
Wednesday 4th October 2023, 2pm**

Chair Cinzia Hardy **CH**

Present Edwina Lugg **EL**, Judy Campbell **JC**, Sally Seed **SS**, Izaak Gledhill **IG**,
Robert Burns **RB**

In Attendance Kate Lynch **KL**, Kath Wood **KW**, Susan Coffe **SC**, Frei Douglas **FD**,
Tracey Hall **TH**, Mike Walker **MW**, Dawn Foster **DF** (minute taker)

Apologies Please see attached list of apologies. Apologies to CJ for technical
issues.

		Actions
1.	Minutes of the last AGM held 01 July 2022 were accepted as an accurate record of the meeting.	
2.	<p>Chair’s Report – presented by CH</p> <p>CH started the report with an official thank you to her predecessor, John Holland, and to Susan Coffe who stood down as vice chair in January this year. CH also thanked Vice Chair MI and all the trustees for their support and welcomed the newly elected trustees.</p> <p>The Memorandum and Articles of Association is currently being updated and hopes to be completed in the next few months.</p> <p>It is an exciting time for Highlights with an uplift in funding from the Arts Council England, a partnership with RTDI and a very recent office move.</p>	
3.	<p>Annual Report – presented by KL</p> <p>There are now 6 members of staff, a new chair, new vice chair and 4 new trustees.</p> <p>Highlights received a one-off grant from what was Eden District Council of £25k, supporting lots of school projects and regional artists. Highlights became lead partner of RTDI in summer 2022.</p> <p>We were lucky not to lose any venues because of covid and now have new venues approaching us regularly. KL is actively looking for venues in Northumberland and Durham.</p> <p>We are now back to pre-covid audience numbers at events and KL thanked all promoters who promote our shows.</p> <p>Creative Highlights now has funding for both seasons each year.</p> <p>Participation – Kate Halsall is doing fabulous work with primary schools across the 3 counties and has recently started working with many secondary schools.</p> <p>There has been an uplift in Arts Council funding for 2023-26 of almost £50k each year. This supports additional workshops, venues, libraries and general balancing of work across the 3 counties.</p>	

	<p>The Annual Report was formally accepted - proposed by CH, seconded by EL.</p>	
4.	<p>Annual Accounts – presented by KW KW thanked Jane Ascroft who took over as accountant last year.</p> <p>KW gave an overview of Income and Expenditure (pg 7) which compares 2023 with 2022. Income is derived from 3 categories: Donations and Legacies - all grants and donations; Charitable Activities - funds we generate ourselves e.g. ticket sales; and Investment Income - interest on bank accounts.</p> <p>The annual income was £299,867, an increase of 11.8%. Each of the 3 categories increased. Expenditure increased by 0.4%. Overall we saw a surplus of £37,000 but some of that surplus is due to restricted funding that was allocated for more than one year.</p> <p>The board has agreed to designate some of the funds to designated projects that would normally be outside the budget but are positive for Highlights, such as the office move.</p> <p>The Annual Accounts were formally accepted - proposed by RB, seconded by EL.</p>	
5.	<p>Retirement and election of Trustees Geof Keys has retired as a trustee with effect from this afternoon’s AGM.</p> <p>a) Election of co-opted trustees The new trustees, SS, RB, IG and CJ were elected en bloc - proposed by CH, seconded by EL.</p> <p>b) Retirement and re-election of trustees by rotation JC, CH and MI retired and were re-elected en bloc – proposed by SS, seconded by IG.</p>	
6.	<p>Election of officers CH elected as Chair - Proposed by MI (by proxy), seconded by EL MI elected as Vice Chair - Proposed by SS, seconded by JC</p>	
7.	<p>Appointment of Independent Examiner Jane Ascroft appointed as Independent Examiner - Proposed by CH, seconded by JC.</p>	
8.	<p>Date of next meeting – Date of next AGM to be in October 2024 in Northumberland.</p> <p>The Annual General Meeting was concluded at 2.45pm and was followed by a showcase of Creative Engagement work with schools by KL, and a showcase of the work of Rural Touring Dance Initiative by SC.</p>	