



Highworth Community Cinema
Minutes of AGM – for Season 2021/2022
Friday 25th November 2022, at St Michaels Hall, Highworth
Attendance: 31 people in attendance

1 Opening Statement

Debbie Butland opened the meeting with a welcome to all attending

- The past year was our first full year following the Covid closure and I would like to thank everyone for continuing to support our Community Cinema as we did not know whether our audience would return
- The May Day Market also returned in 2022 and we had a successful day – Jane will tell us more in her report
- We have recruited one new member this year – Dave Sellars who I would like to thank for developing our new website in time for the new season starting this September
- We are still seeking new members to join the committee so if there is anyone here tonight who would like to join us we would welcome you
- And a big thank you to the committee members who have continued to support the cinema

2 Minutes of AGM 26th November 2021

- Minutes of the AGM held on 26.11.21 were confirmed as accurate.

3 Matters Arising

- Lorna Legg asked whether there was any further progress on using St Michael's church as an alternative venue (AOB on minutes). Debbie said that there had been no more discussion with the church on the matter and the committee had decided not to pursue the option at this time
- Approval of minutes proposed by Anne Simpson. Seconded by Lorna Legg. Show of hands approved minutes.

Report on Year 2021/22

Financial Summary (the financial summary for the year are shown below)

Report given by Jane Pearce, Treasurer

- Accounts have been audited and the financial summary shows the activity over the past six years to illustrate the trend
- HCC has been operating at a loss since 2019 and the deficit for 2021/22 was £131.17
- HCC had a stall at the May Day Market to promote the organisation and we made £135. 40 which helped reduce the deficit
- The committee made the decision to increase the admission price for the current season from £5 to £6 and to charge for refreshments in order to increase income. Prices have not increased since 2014.

- The balance at year end was £1,302.36
- There were no matters arising. Proposed by Peter Simpson. Seconded by Michael Benson Show of hands approved the accounts

Audience Summary

- The average audience numbers was 36. We did expect the numbers to be lower than in previous years as we re-opened.
- The availability of foreign language films that appeal to our audience has become an issue which we discussed when deciding the current season's films
- There was a question from the floor that it was a shame that we were unable to find a suitable foreign language films and said that Swindon Film Society show a number of foreign films, and asked us not to rule them out. Debbie replied saying that HCC would consider foreign language films when reviewing films for each season as long as the committee felt that they would appeal to Highworth audience

5 Constitution

Revised Constitution

The constitution was last reviewed in 2019 and we have reviewed it this year and made some proposed amendments approved by the committee. Copies of the draft revised Constitution were circulated.

1. The sections highlighted in yellow are where amendments are proposed
2. The wording in italics are the proposed amendments/additions

Debbie went through each suggested change and asked for your comments/approval after each point

- Section 2 Objectives. Propose removing b. 'To encourage and support the study, appreciation and understanding of film as an art form.' as we do not put on any events to meet this objective. *Change accepted*
- Section 4.1. Propose re-wording from: The business of HCC shall be managed by a Committee of at least 7 members and no more than 9. The Committee shall consist of :
 - Chair
 - Treasurer
 - Secretary
 - Publicity / Marketing Officer and
 - such other Officers as may, from time to time, be appointed.

New simplified wording proposed: The business of HCC shall be Managed by a Committee of at least 7 members and no more than 9. Two committee members will undertake the following officer roles:

- Chair
- Treasurer

Change accepted

- Section 4.2 propose removing this point and replacing with new 4.2 and 4.3 as follows:

Current wording:

- 4.2 The Committee shall be elected at the Annual General Meeting and hold office until their successors are elected at the next AGM.
- 4.3 The Committee will hold office for a period of three years without review and will be confirmed at the AGM. Members can elect to stand down from the Committee at any time and new members can join the Committee at any time by a majority vote by Committee members. Any changes made during the year between AGMs will be confirmed at the next AGM.

Proposed new wording:

- 4.2 The Committee will hold office for a period of three years without review. In the third year existing members can stand for a further three years and be voted in at the AGM
- 4.3 Members can elect to stand down from the Committee at any time and new members can join the Committee at any time by a majority vote by Committee members. Any changes made during the year between AGMs will be confirmed at the next AGM.

Change accepted

- Add new section at 6. to include review of constitution as follows: 6.1 The constitution will be reviewed and amended if required every three years to ensure that it remains fit for purpose. Any amendments proposed by the committee will be discussed and confirmed at the AGM.

Change accepted

- Old sections 6 and 7 now become 7 and 8 if above agreed

Constitution to be amended in accordance with changes agreed at AGM.

6 Election of Committee

The committee is formally elected into post every three years and this is the third year so we need to vote the committee into place. All current committee members are happy to continue for a further three years.

- Debbie asked for any nominations from the floor for the roles of Chair or Treasurer. There were none
- Debbie asked for any nominations from the floor for general committee members. Louise Hill put herself forward to join the committee. There were no objections

Committee members including new member approved at AGM

Chair	Debbie Butland
Secretary	Vacant (this post to be deleted in future)
Treasurer	Jane Pearce
Publicity / Marketing officer	Vacant (this post to be deleted in future)

Committee Member	Sue Morgan
Committee Member	David Holden
Committee Member	Anne Simpson
Committee Member	Peter Simpson
Committee Member	Dave Sellars
Committee Member	Louise Hill

- There were no objections to the proposed committee which was then approved en-bloc by a show of hands.

6 AOB

- There being no other business the meeting concluded at 8pm.

HIGHWORTH COMMUNITY CINEMA - ANNUAL GENERAL MEETING 22nd NOVEMBER 2019

Audience and reactions 2021/22

	Audience size	Audience reaction
Fisherman's Friends	46	95%
In Safe Hands	14	60%
The Courier (no slips completed)	30	N/A
Mrs Lowry and Son	27	86%
23 Walks	60	74%
Summerland	41	84%
Radioactive	36	80%
Season average	36	79%

The overall rating for each film is calculated by applying the following weightings to the audience's responses: Excellent - 1; Very Good - 0.75; Good - 0.5; Poor - 0.25; and Awful - 0. The sum of the weighted scores is then expressed as a percentage of the total number of responses.

Comparison with previous seasons

Average -

2020/21	HCC closed – no stats	
2018/19	42	68%
2017/18	45	77%
2016/17	50	77%
2015/16	43	80%

Financial Summary

Opening balance at 1 Aug 2021		£1,433.53
2021/22 season		
Income		
Box Office ticket sales	£1,190.00	
Donations	£00.00	
Cake sales	£00.00	
DVD sales	£64.45	
May Day market stall	£135.40	
Total	£1,389.85	
Expenditure		
Film licences + DVDs (7 films)	£694.00	
Hire of St Michael's Hall	£315.00	
Publicity & printing, stationery, stamps	£42.67	
Insurance	£250.16	
CFA Membership	£95.00	
Equipment and cleaning products	£18.22	
Website costs	£59.07	
DVDs	£34.80	
Refreshments/sweets	£12.10	
Total	£1,521.02	
Operating deficit	- £131.17	
Closing balance 31 July 2022		£1,302.36