

**York Mystery Plays Supporters Trust**

**Draft AGM Minutes**

**Thursday 13 November 2014**

**7.30pm, Bedern Hall**

**Present:** S A Barker, Mrs Patricia Castle, James Eaglesfield, Sharon Hill, Sheelagh Loftus, Bernard Lyne, Angie Millard, Clive Millard, Lucinda Rennison, Claire Robinson, Rev Dr John Roden, Marie Taylor, Linda Terry, Simon Tompsett, Phil Turner, Bernadette Turner

**Apologies:** Alex Hughes, Warwick Burton, Izzy Carrick, Linda Jackson, Beryl Nairn, Margaret Scott, Gaynor Spivey, Gary Bateson, Janet Sharpe, Chris Gajewicz

**1 Welcome**

LT opened the meeting. She presented the apologies of Alex Hughes, the outgoing Chair, who was unable to attend the meeting due to personal circumstances.

There were insufficient members present for the meeting to be quorate so a number of items could not formally be approved. However, sufficient numbers of members had voted in the election of the Chair and it was therefore legitimate for the election to proceed. Those present agreed that the meeting should progress to enable discussions to take place and that formal adoption of those items not able to be confirmed would take place on-line when the minutes were circulated to members.

Minutes of the last meeting: no amendments had been received and there were no matters arising. It was agreed that these were a correct record of the meeting and formal adoption would take place on-line with a request to member to submit their approval.

**ACTION:**

**Minutes to be circulated and formal adoption requested.**

**2 Chair**

LT presented the Chairs report for 2013/2014 and recorded thanks to outgoing Chair, Alex Hughes, outgoing Secretary, Claire Robinson and to Keith and Sandra Rowan, Fundraising Officer and Treasurer.

**3 Treasurer's Report to include Waggon Plays finances**

PT presented the Treasurer's Report for 2013/2014. The accounts have now been audited and approved. Phil thanked Bernard Lyne for acting as Independent Examiner.

YMPST is now formally recognised by HMRC as a charity, and as such, can now claim back the 25% Gift Aid contribution. This will be backdated to 18 November 2013 – the date on which we approved our constitution.

The issue of PayPal fees was raised, including whether we should discourage people from using PayPal as we pay a fee on each transaction, and whether we could pay a reduced fee through being a charity.

It was also asked whether we had received any seed funding from the 2012 Production. To date no such funding has been received.

There were no issues raised. As the meeting was not quorate the finance report could not be formally adopted. Approval would be sought from members on-line with the publication of the minutes

#### **ACTION**

**Treasurer's report to be formally adopted on-line  
PT to research Paypal fees.  
Committee: 2012 Seed funding to be chased up.**

#### **4 Membership Report**

PT presented his Membership Report for 2013/2014. YMPST currently has 129 members. To date, 30 members have not rejoined and have therefore been removed from the mailing list, and 39 new members have joined.

As nobody has come forward to take on the role of Membership Secretary, PT will continue to cover it in the short term. The new committee will need to consider whether the role can be streamlined and costs reduced, by looking at issues such as the production of Membership cards and realignment of renewal dates.

#### **ACTION**

**New Committee to consider Membership cards and renewal dates.**

#### **5 Social Report/ Waggon Report**

AM presented her Social Report, which included the Waggon Plays 2014. Thanks were given to all those who raised funds, and those who took part in and facilitated the Waggon Plays. Thanks were also given to the York Festival Board for the inclusion of the Trust for the first time.

It was confirmed that St Crux has offered us a date on **Friday 27 February 2015** to hold a sale/coffee fundraising day. It was stressed that a lot of help will be required to staff this and members should be asked as a matter of priority.

It was also agreed that the new committee must seek member views on social activities.

The Christmas Party this year will be held on **Tuesday 16 December 2014**.

#### **ACTION**

**New Committee advertise St Crux event and canvas YMPST members on events.**

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## 6 Policy/Constitution Adoption

LT recorded her thanks to Sandra Rowan for her work developing YMPST policies together with LT. All policies are available online. It was agreed that a Hygiene Policy may be required for St Crux though PT confirmed that substantial guidance was available from St Crux itself. It was also agreed that the Constitution would be reviewed by the new Committee to ascertain that it continued to meet Trust requirements. Any amendment to the Constitution would be circulated to members and that online adoption would be considered with formal adoption at the AGM in 2015. It was confirmed that YMPST holds Public Liability Insurance.

### **ACTION**

**New Committee consider Hygiene Policy and Constitution.**

## 7 2014-15 Committee Election

The only position contested was that of Chair. The results of the votes were:

Angie Millard 39 votes  
Sharon Hill 7 votes

Angie Millard was therefore installed as the new Chair of YMPST, and Sharon Hill offered to take the position of Secretary. This was accepted and Sharon was welcomed to the Committee/

Online votes accounted for 41 votes, and 7 were cast on the night.

The new Committee was confirmed as follows:

Chair	Angie Millard
Vice Chair	Linda Terry
Treasurer	Phil Turner
Secretary	Sharon Hill
Education Officer	Sheelagh Loftus
Liaison Officer	Christine Gadjewicz
John Roden	General Committee Member
Gary Bateson	General Committee Member

It was recognised that the positions of Membership Secretary, Social Secretary and Marketing and Comms Officer were still vacant.

### **ACTION**

**New Committee to consider roles, and advertise for extra committee members.**

## 8 Next meeting

The date of the next Committee meeting is 10 December 2014, 7pm, Bedern Hall.

### **ACTION**

Outgoing Committee members to arrange handover to new Committee members.

There being no further business, the meeting was formally closed.