



Wyvern Foundation

Tuesday 24th January 2023

AGM Minutes

Present: Pat Strong (PS), Debbie Butland (DB), June Weller (JuW), Trudy Evans (TE), Christine Burn (CB), Janine Woodford (JaW), Angie Douglas (AD), Dawn Johnson (DJ), Joan Smith (JS),

1 Chairperson's opening remarks

PS welcomed everyone to the meeting

2 Apologies for absence

Alan Davison, Shanti da Silva, Theresa Paget

3 Minutes of AGM held on 25.01.2022

There were no inaccuracies in the minutes and they were agreed by all present. There were no matters arising. PS signed the minutes.

4 Chairperson's Report

PS read out her report for the year 01.01.22 to 31.12.22.

The January 2022 Committee Meeting, and AGM for 2021 were held in Christchurch Community Hall. Following this the Tesco Community Room re-opened in March 2022. Since then we have once again held our meetings at this convenient venue.

Bursaries and Grants

With the return of the Wyvern Theatre Summer Youth Project we resumed providing bursaries, liaising this year with Oli Webb, Creative Learning Manager. Twelve worthy participants were each awarded a bursary. In addition, we were pleased to again support awards made to two participants who went the extra mile in their effort throughout the project. These are given in honour of the memory of Caroline Andrews and Jean Waters, each of whom were pivotal in the setting up and development of the Foundation. No requests for Grants were received until December even though additional awareness was raised. One deserving applicant received a grant. One other application awaits consideration until fuller details are received.

Fundraising

In April we held a Race Night with Ploughman's Supper in the Liden Community Hall. It proved to be a successful and enjoyable evening.

The Wyvern Foundation was contacted in June by the Charities Aid Foundation informing us we were the recipient of a generous donation from an anonymous donor. After confirming its validity the offer was gratefully accepted.

As in the past bucket collections were made at the end of each Summer Youth Production performance, and once again audiences gave generously.

In November the Foundation was chosen by the Wyvern Theatre to receive a share of the Charity bucket collections after each pantomime performance into the new year.

Membership

A new committee member joined at the start of the year and two others since.

Acknowledgements

Wyvern Foundation, though separate from the Wyvern Theatre, is grateful for the help it receives from them.

The Committee's loyal support has made 2022 a successful year. For this I extend my sincere thanks to everyone. Special mention goes to Debbie Butland who in addition to Vice Chairperson and secretarial roles also manages the Foundation's social media platforms.

5 Treasurer's Report

JuW reported on the year's activity. WF held a successful Race Night fundraiser and have received donations during the year to increase funds.

The accounts have been audited and approved by Peter Kimber.

Income summary

Total £2120.20

Expenditure total £1815.45

Closing balance at bank £4362.99

A summary of the accounts is set out at the end of the minutes.

6 Election of Officers and Committee

Officers

- Chairperson. PS offered to remain in role as no other nomination. Proposed by CB and seconded by DJ
- Vice Chairperson / Secretary (joint role). DB offered to remain in joint role as no other nominations. Proposed by JuW and seconded by TE
- Treasurer. JuW offered to continue in the role. Proposed by PS and seconded by TE

PS proposed officers en bloc and DB seconded. Officers voted in.

New Committee Members

- Dawn Johnson joined the committee during the year. Theresa Paget agreed to join the committee and there is one more person who is interested. This will take the committee to 12 members which is maximum number.

- JS expressed interest in joining the committee – however there are currently no vacancies

7 AOB

- None

8 Date and time of next AGM

Tuesday 23rd January 2024 at 7.30 p.m. Tesco Community Room tbc

SUMMARY OF WYVERN FOUNDATION FINANCIAL ACCOUNTS
1st JANUARY 2022 – 31st DECEMBER 2022

Opening Balance £4053.74

INCOME	Notes	EXPENDITURE	Notes
		11.01.22 Public Liability Insurance	£166.21
		11.01.22 Meeting room hire (Christchurch)	£21.60
07.04.22 Race Night 02.04.23		Race Night 02.04.23	
Total	£658.15	Total payments by cheque	£173.38
15.07.22 Donation via CAF	£500.00 2	Cash payment	£4.50 1
29.11.22 Closure of 100 Club	21p	Website domain renewal	£7.50
		Stamps and envelopes	£6.01
		Voucher for auditing accounts	£10.00
		SYP	
Bucket collection	£961.84	Memorial awards	£100.00
		Foundation Night refreshments	£210.00
		Grants and Bursaries	
		26.09.22 SYP bursaries	£1116.25
Total	£2120.20	Total	£1815.45
		Operating surplus	£304.75

Balance of accounts

Opening balance	£4053.74	Total income	£6173.94
Payments in	£2120.20	Less expenditure	£1810.95
Total	£6173.94	Closing balance	£4362.99

Comments on notes

- 1 Paid in cash on night so not included in bank balance
- 2 Anonymous donation to WF via Charities Aid Foundation (CAF)