**Minutes of the Annual General Meeting 2021**

**MEETING WAS HELD AT ROYAL RUSSELL SCHOOL ON SUNDAY NOVEMBER 21st at 14.00.**

In attendance;

Richard Deering (Chair & Minutes): Chris Hutchinson (Minutes): Hannah-Ruth Moore: Ophelia Gordon: Gillian Bibby:

David Osland: Trixie Muirhead: Helen Watkins-Snart: Colin Snart: Liza Castellino.

1. Apologies received from;

Julia Debruslais: Ben Norbury: Geoffrey Laurence: Joy Lawrence: Liam Swattridge: Graham Bass: Judy Moseley.

The meeting began with 2 formal notices;

1. Congratulations to Ophelia Gordon on her recent marriage
2. The resignation from all festival commitments by Bridget West as and from October 10th

2&3) The 2020 AGM Minutes were approved and signed by the Chair: proposed by Chris Hutchinson and seconded by David Osland. There were no Matters Arising from those Minutes.

4) Within the context of the Chair’s Report, Chair underlined the need to find a reliable valuer for the now stored trophies and asked all to help make some connections. The Report was approved: proposed by Trixie Muirhead and seconded by David Osland.

5) The Festival Accounts were approved by all and signed by the Chair: proposed by Chris Hutchinson and seconded by Ophelia Gordon. The Members also wished to put on record thanks to Geoffrey Lawrence for his professional advice in all matters financial and, within that context, the meeting agreed that further research would be undertaken concerning Gift Aid donation reclaiming along the lines of advice provided by Geoffrey in that respect also.

6) Concerning the festival’s investments there was discussion about the Geoff Shaw bequest and the investment advice received by Geoffrey Lawrence tempered with a few internal administrative difficulties following Bridget’s resignation. It was unanimously agreed that the £20,000 intended to be deposited with M & G, now be split into 2 £10,000 “top-ups” to the 2 CCLA funds meaning that these latter funds would have £30,000 invested therein each.

7) Retaining the invaluable and very professional services of Matthews Hanton as auditors was unanimously agreed. Proposed by Chris Hutchinson and seconded by Gillian Bibby.

8) Under Clause 16.4 of the CPAF Constitution, Julia stood down as a Trustee and sought re-election which was passed by a unanimous show of hands. Chair then requested suggestions of suitable new Trustees with expertise in Speech and South Asian Arts and the meeting seconded Chair’s suggestion that we approach the new LMP Director as a possible Trustee and Julia has subsequently agreed to help in this matter.

9) After discussion about the new structure concerning the selection of Croydon’s Mayor it was agreed to retain our current structure and personnel concerning President and Vice-Presidents.

10) The 2022 Festival involved some considerable discussion and the reasoning behind moving the Music and Speech sections from their traditional spring slots to January and February was outlined as was the intended programme around the May/June booking within the Fairfield Halls complex. For the Dance section the syllabus will be uploaded to the website in early February and Hannah and Liam are working on that. Access to the online entry system for Music & Speech entries had been denied until the week preceding the meeting and the meeting was very heartened to discover that we had a very healthy entry throughout all music sections, except, very sadly, South Asian Music with a staggering increase in Speech entries. For the foreseeable future, Chair has assumed the many roles left vacant by Bridget’s departure and Hannah and Ophelia offered practical assistance concerning website and technological access to all needed sites.

11 &12) With the expected compactness of the Music section, where the entries are far greater than before but mostly advanced level performers, it was felt that our current database of stewards could cope with the required demand but that we needed to develop that database. It was agreed to retain the presence of the Coffee Cart but that it needed to be self-sufficient without us offering free drinks as before. Therefore, sponsorship discussions centred mostly upon finding someone to cover the reasonably modest sum of previous box-office income in return for a week of advertising during the CPAF events at Fairfield Halls in May/June; all agreed to consider who to approach.

13) Being the London Borough of Culture in 2023, Chair repeated his view that CPAF ought to be involved and all agreed. David Osland offered to find the contact within Croydon Council so that we could begin discussions of possible involvement and ideas.

There was no additional business and the meeting closed at 15.17.

Once again, many thanks to Chris Hutchinson and all of the supportive staff at Royal Russell School for their continuing high level of practical and encouraging support.