

FRIENDS OF THE HYDE PARK PICTURE HOUSE

ANNUAL GENERAL MEETING

Minutes of the meeting Sunday 17th May 2015
Venue – Hyde Park Picture House
12:45 – 3.30pm

Present:

Peter Chandley (Chair)	John O'Hara (Committee)	Lydia Fothergill (Minutes)
Bill Walton (Committee)	Stephen Brown (Committee)	
Keith Withall (Acting treasurer)	Mike Wood (Committee)	Plus 51 additional general
Jill Canham (Committee)	Wendy Cook (Membership	members
Ian Sanderson (Committee)	Secretary)	

		Actions
1.0	INTRODUCTION	
1.1	Wendy Cook welcomes everyone and thanks everyone for their attendance	
2.0	DISCUSSION OF MINUTES FROM PREVIOUS AGM 2014 (MATTERS ARISEN)	
2.1	Wendy Cook asks if there questions from the friends regarding last year's minutes. Bill Holliday objects to the abbreviated names in the minutes and would like full names to be used in future. In informal discussion Wendy Cook explains it is for ease that abbreviations are currently in use.	
2.2	Wendy Cook confirms that the application for charitable status for the Friends Of Hyde Park Picture House has been submitted. The application was done largely through committee meetings and is, by nature, a lengthy process. We will know by mid June 2015 whether this is going ahead, Friends will be updated via the newsletter.	
2.3	Wendy Cook adds there were some significant changes occurred with the financial management in the Friends in the last year. Long term treasurer Xavier Chevillard moved in December 2014 to Belgium and is therefore no longer on the committee. Keith Withall has stepped in as Treasurer. With help from Bill Walton, they researched our interest rates, which were queried as being quite low at the last AGM. It was established that our Santander business account gives some of the highest interest rates in the current market but this is a changeable situation and must be reviewed on a regular basis.	Revisit in the 2015 AGM financial paper.
	Wendy Cook adds that the committee identified the need for a new platform for the Friends to communicate on, and have set up a blog. Stephen Brown (creator of the new blog) demonstrates the new blog. It currently consists mostly of reports from meetings and film reviews. It is a public platform to be shared and added to by the Friends.	

	<p>Stephen adds, there are many historical documents from Hyde Park Picture House, which, until recently we had nowhere to put. The blog now provides a platform for an online archive for these materials (including AGM minutes).</p> <p>In addition to the blog at https://friendsofhpph.org/ there is a new Twitter account (@friendsofhpph) and a Facebook page.</p>	
2.4	<p>There was a general discussion around the potential partnership to be made between the Leeds film Meet-up group and the Friends of Hyde Park Picture House. Frankie was introduced to the group. No specific action is needed at this time.</p>	
2.5	<p>Peter Chandley asks if the friends are happy to accept the minutes from last year as an accurate record of the AGM 2014.</p> <p><i>Proposer: Alex Leggat Seconder: Patrick Hall</i></p> <p>Vote passed. No objections. No abstentions.</p>	<p>The minutes of the 2014 AGM are to be accepted as a true record.</p>
3.0	UPDATE ON THE APPLICATION FOR CHARITABLE STATUS	
3.1	<p>Peter Chandley reminds the Friends that last year the committee a) produced a new constitution which was adopted by the membership at the 2014 AGM and b) made an application to the Charities Commission for charitable status.</p>	
3.2	<p>Peter Chandley reads Letter from Andrew McGill (Theatre's Director)</p> <p>Notes from the letter:</p> <ul style="list-style-type: none"> - Many thanks to FOHPPH for all of your help this year. - Notes the upcoming changes to Leeds Grand Theatre & Opera House Ltd, which will have implications for HPPH. - Proposes a feasibility study, (with help from Hyde Park Picture House) leading to the potential for a capital scheme. This will encompass: hiring consultants for planning work on how the building can be improved (but no actual building work.) - Asks for £23 000 towards the feasibility study which they will match fund, along with the time of key members of their staff, including Rachel Lythe, the Heritage Learning Manager to help provide support and advice. <p>Peter Chandley adds that they have put forward the requested £23,000 for the feasibility study.</p>	
3.3	<p>Wendy Cook opens up the floor for a general discussion. Some key questions are below (not word for word).</p> <p>Q. (Friend) What potential changes/ improvements do you foresee arising from the feasibility study?</p>	

	<p>A. (Wendy Cook) The basement could potentially house a second screen; the paved area outside could be a café area, which could also house an accessible toilet. We also have infrequent noise problems with the house next door, it is rented to students, and we would want to look at noiseproofing issues as part of any scheme.</p> <p>Wendy Cook explains that there was a study that was done 12 years ago was done in consultation with the heritage and planning teams at Leeds City Council.</p> <p>Major changes to the layout of the auditorium wouldn't be considered (ie. Twinning) but a capital scheme could aid with needs restoration works as the venue is becoming more dilapidated with time.</p> <p>Balance is needed between programming and activities which make financial sense and those which made sense for the community. Council arts subsidy is essential part of this balancing act at this time.</p>	
3.4	<p>Wendy Cook recaps the history of the link between HPPH, The Grand Theatre and City Varieties, Reiterating that HPPH is a separate organisation, owned by the Council including recap of recent changes to the company and improvements surrounding financial management.</p> <p>As a result of recent changes possibility of the governance change is under discussion with move to becoming an Independent Charitable Trust one option. Being early days, it is difficult to predict whether we will remain linked Leeds Grand Theatre & City Varieties, move closer in with The Council, or become fully independent. So far nothing is certain and change won't happen quickly.</p> <p>Q. (Friend) Where will the funding come from for the restoration/new building proposals as an Independent Charitable Trust?</p> <p>A. (Wendy Cook) Likely through a mixture of different sources including the Heritage Lottery Fund, the Arts Council, Leeds City Council, private donations, etc.</p> <p>Q. (Friend) How were the funding organisations and consultants chosen?</p> <p>A. (Wendy Cook) Researching similar schemes with other independent cinemas, e.g. Newcastle Tyneside, Picture House (programmers), Picturehouse cinemas.</p> <p>When Picturehouse cinemas (our programmers) want to open a new site or build a new site, they consult David Clarke Associates – Their £28,000 fee includes a Structural Engineer, a Catering Consultant, and an Architectural Consultant. He has strong Heritage, Cinema and Arts experience, and after much research, we think he is the best man for the job. And his fees are reasonable.</p> <p>Q. (Friend) Is it an open brief or is it more specific?</p> <p>A. (Wendy Cook)</p>	

	<p>We had a lengthy meeting with David Clarke Associates in which mainly discussed:</p> <ol style="list-style-type: none"> 1. Improving the fabric* of the building 2. Development of a secondary space (2nd income stream + more screenings) 3. 10 year business plan <p>*We would not change the auditorium space, but we would refurbish it, get rid of the rising damp, and reinstate the ornate plasterwork behind the screen.</p> <p><i>Keith Withall suggests that we publish the minutes from said meeting onto the FOHPPH Website.</i></p> <p>Q. (Friend) Would there be a period of closure?</p> <p>(Wendy Cook) This is something we would like to avoid as much as possible. We would look for alternative spaces to house the HPPH's programme of events for a portion of time, but inevitably there will have to be a short period of closure, but we cannot say for how long just yet.</p>	
3.5	<p>Peter Chandley draws the questions to a close. He summarises:</p> <p><i>"We love this place. We want it to thrive. We have a choice: we can stand still or move forward. I think we should move forward."</i></p>	
4.0	FINANCIAL REPORT	
4.1	<p>Keith Withall (Acting Treasurer) presents the financial report from the previous financial year 2015. Paper copies were available to the audience on request, small amounts were given out at the meeting.</p> <ul style="list-style-type: none"> • Accounting methods have changed (in line with becoming an independent charity) • West Yorkshire accounting now handle out accounts • Main income is membership fees (this has been the case for a few years) • Anomalous checks repaid – we had work out a new system to account for this (<i>explained in the report.</i>) • Admin fee is fairly low • Most fees go on events like this (buffet, etc.) • The fee to W.Y.C.A.S. will come out of next years account • We currently have £36,492 in the account with £4,500 being from membership income, and £23,000 going towards the feasibility study. 	
4.2	<p>Q. (Friend) Do we have to have the accounts audited?</p> <p>A. (Keith Withall) only if you have more than £25,000 in an account. WYCAS do a three point check (auditing, statement and preparing the accounts).</p>	
4.3	<p>Vote to approve the finance figures as reported by Keith Withall.</p> <p><i>Proposer: Pat Brown Seconder: Susan Spence</i></p> <p>Vote passed and finances accepted. No abstentions.</p>	

5.0	ELECTION OF NEW COMMITTEE MEMBERS	
5.1	Peter Chandley talks through the roles of the committee members up for election.	
5.2	<p>Wendy Cook adds that two new nominations were submitted:</p> <p>Jessica Brown Paul Betts</p> <p>Reminder for anyone new wanting to join the committee we invite people to consider it next year, as there is always room for improvement.</p>	
5.3	Peter Chandley clarifies that Xavier Chevillard (<i>former Treasurer</i>) has moved to Belgium and is <u>no longer on the committee</u> .	
5.4	<p>Vote on the re-election of the current committee (one vote for the re-election of all the committee members) as follows:</p> <p>Peter Chandley (Chair) Bill Walton (Committee) Keith Withall (Treasurer) Jill Canham (Committee) Ian Sanderson (Committee) John O'Hara (Committee) Mike Wood (Committee) Stephen Brown (Committee) Wendy Cook (Membership Secretary)</p> <p><i>Proposer: Lynne Parkinson Seconder: Patrick Hall</i></p> <p>Vote passed and the current committee members re-elected. No objections. No abstentions.</p>	
6.0	PRESENTATION FROM THE GENERAL MANAGER (WENDY COOK)	
6.1	<p>Wendy Cook conducts a presentation, with the details of the cinema's activity over the past year. This includes the number and nature of screenings here, collaborations and partnerships with other organisations and special guest events.</p> <p>The main points raised were:</p> <ul style="list-style-type: none"> • In the last 12 months 712 films have been released in the UK, a very high percentage of these are made in the UK. Top 100 films earned 90% of the box office. • Potential challenges we are facing: we are in a boom time for community cinema screenings (e.g. Minicine and pop up cinemas.) On Demand is on the rise, e.g. Curzon, BFI, Mubi – the landscape for watching film is changing. In the short term, this means films have a shorter shelf life in the cinema, as they are readily available online shortly after general release. 	

	<ul style="list-style-type: none"> • To combat this we are embracing an "Events Mentality," through a range of fantastic Q&As, celebrating film as a format (showing 16mm, 35mm as much as possible) as well as showing an incredibly diverse programme of films. • Introduced 'Hyde and Seek' family friendly activity programme, with additional funding from Film Hub North. This has included origami craft sessions, face-painting, hat making, etc. This is to reinvest in an engage a younger audience in our programme and the magic of cinema, using the space in a way that is fun and playful. • Partnerships: Pavilion, Leeds Medieval Congress, Recon, Test Department, Film House (Martin Scorsese.) • We now sell merchandise and online shop (Big Cartel) selling mugs, totes, tea towels and postcards. Additional income streams support our core activities. 	
6.2	There is a question of how many different films are shown at the cinema each year. Wendy Cook answers, approximately 368 per year (excluding shorts).	
6.3	A Friend asks about the possibility Friends Of Hyde Park Picture House sponsoring/ raising funds for a 'Blue Plaque' for the Picture House. Wendy Cook states that this has been considered previously but not followed up due to its expense (£800/£900) and suggests that if the Friends think it is something they would like to do, to bring it up in the next committee meeting.	To be discussed at a future committee meeting.
6.4	Wendy Cook officially thanks Peter Chandley, who has been with the Friends Of Hyde Park Picture House since their very beginning, for all his hard work and dedication. She presents him with a framed photograph of the Hyde Park Picture House and a lifetime membership to The Friends.	
7.0	ANY OTHER BUSINESS	
7.1	Nothing is raised at this time.	
7.2	Meeting is adjourned and refreshments enjoyed.	