

## FIFE FESTIVAL OF MUSIC

### Minutes of the 39<sup>th</sup> Annual General Meeting Held on Wednesday 21st August 2019 at 7pm in St Bryce Kirk Centre, Kirkcaldy

1. **Present** Brenda McFarlane, Janice McNaught, Ella Wilson, Graeme Wilson (Chairman), Harry Kerr, George Grant, Sandra Taylor, Jean Renno, Jean Galloway, Anne Deas, Mandy Miller
2. **Apologies,** Rhona McKinlay, Sandra Gibbons
3. **Minute of the 37<sup>th</sup> Annual General Meeting held on 22nd August, 2018**  
The Minute was approved, moved by Harry Kerr and seconded by Jean Galloway and adopted nem con.
4. **Chairman's Report**

To give a Chairman's report on Fife Festival of Music is immediately to recognise the personnel within and structure of the organisation and I'm pleased to address the Festival's AGM, its formal platform in a year. It continues to be a privilege to have this role and to be part of a truly wonderful team of people who all work together and towards a common aim.

Fife Festival of Music continues to be successful (due entirely to the aforementioned team and teamwork). With a simple aim, paraphrased from the Constitution, of supporting and developing music making in our community while encouraging people of all ages to develop their musical talents, not only are these boxes ticked but the wider objects of the Festival are met and fully so, while I also observe a willingness and a determination to seek improvement, enhancement and widening of the opportunities which we offer.

The full committee has met four times since we were last gathered here - a tight number of meetings considering the scope of our work, the Trustees twice, subgroups on several occasions, those covering administration, music and GDPR, so all providing evidence of ongoing discussion and development while individuals or small ad hoc groups are constantly working to ensure that everything is in place as required for planned events. Many and varied are the topics which present for consideration and the same care is allocated to the minutest detail and the largest subject matter thus ensuring consistency of approach, safety in operations and general good humour on the Festival's public face.

In November 2018 and having successfully toured Fife for several years, we returned to the original site of the Festival Fundays, Dunfermline HS, with some support from them, substantial financial help from the Carnegie Dunfermline Trust and a grant from the Fife Youth Music Activities Charitable Trust.

The Fife Festival Family Funday of Music Making, Mini Workshops, Maxi Fun, to give it its full title, is designed to attract families, people of all ages and interests to experience some music, to participate, to listen and generally to raise awareness of the Festival. Running in conjunction with a brass workshop for young players, the day was well attended, lively and great fun. It's a successful package which seems to keep working.

The January/February 2019 events, our main activity within a year, were highly successful and managed to skirt around any inclement weather not unusual at that time of year.

Entries were on a par with those of recent years and our three locations of Dunfermline, the north east of Fife, whether Cupar or St Andrews, and Kirkcaldy continue to be supported well by our entrants and participants.

There are many facets of the community on display through our two weeks of operation and a swiftly moving image capture of all participants arriving at venues or a sound snatch of performances on all the stages would reveal a wide range of ages, styles of music, types of performance and universal enthusiasm and enjoyment. It is impossible to provide such an umbrella view of our clients but they come to support the Festival in their droves and we are ready for them all.

More recently in May, a further Traditional Music Experience took place for young string players in Auchmuty High School with some joyful music making from their playing, including their percussive exploits on the spoons, singing and dancing. Proud and surprised parents and friends appreciated their efforts in a short workday demonstration.

I touch now upon a list of general matters, some work-a-day, others key to our existence.

- In that latter respect, our reliance on schools' and teachers' interest in the Festival is of vital importance and we gratefully welcome all entries from schools as, indeed, we do all entries. FFoM truly is a community organisation and seeks to embrace all elements of our community.
- Within a year, issues arise which can challenge our work. We are concerned about safety in the Adam Smith Theatre, we look for continued support from the cafe there, RBS, our bankers, sometimes create hurdles with their processes but we overcome these. In the last year, we have further enhanced the visual images which the Festival presents and portrays.
- As will be reported by the Treasurer, Festival finance is in good shape. We are careful with our money and also welcome the large range of income, ie over and above entry fees. Friends, donors, sponsors, advertisers and the Festival shop contribute strongly to our position as does Gift Aid.
- The Trustees and Committee carefully monitor all aspects of the Festival's work and face up to its responsibilities and challenges. Recently, detailed work on GDPR has put the Festival in a strong place in regard to renewed legislation. Colleagues are currently engaged in a review of the Festival's existence and operation and succession planning, continuity, roles and job descriptions, data storage are among the topics on the table.

Within the past year, the Festival website has undergone a facelift and combined with a social media presence provides online information for those who seek it in that format.

After many years, Bill Nicoll stands down from his role as one of our finance Independent Examiners. His service has been willingly given and gratefully received and we thank him for his support.

Finally, I wish to put on record the Festival's and my congratulations and thanks to all who work to maintain the aims with which I started this report. Outside of the Committee there is an army of volunteer helpers who line up annually to service the events. There are venues, media outlets, design input and printing services which flow successfully alongside our fast-running river of activity.

To continue the army analogy, the special forces operators are the principal architects and technicians of the Festival's work, the Committee. There are specific roles and tasks for some, there is general work for everyone and that team and their teamwork cannot be praised and thanked enough in efforts to maintain the Festival's position in Fife. I am very proud of that team.

As we set out on our 40th year, the future is ruby. There are exciting developments for the 40th Festival and we can go forward in good heart, good shape and with a smile.

## **5. Financial Report**

You should all have a copy of the Annual Report and financial statements for the year ended 30 April 2019, which have been approved by the Trustees, inspected by the Independent Examiners and will be submitted to OSCAR in due course.

The Financial review is on page 4, while the statement of receipts and payments is on page 6 and a statement of balances on page 7

There was a surplus for the year of £11,310.34 (2018 £6,211.51) represented by a surplus of £11,690.90 on unrestricted charitable activities and a deficit of £380.56 on restricted funds. £2,860.00 was received and used for class sponsorship. £330.56 received from the Prof. J McManus Memorial Trust in 2015 was used to help fund the Fun Day in November. Total receipts for the year were £40,171.35 compared to £34,826.98 in the previous year, an increase of £5,344.37. Again this year no grant income was received from Fife Council. The increase in income was mainly due to one individual donation of £10,000 and race sponsorship collected by Graeme Wilson. Without the generosity of all sponsors and donors, both large and small Fife Festival might struggle to continue and those responsible for the Festival are very grateful for all contributions received.

Costs in the year increased from £28,575.47 to £28,821.01 an increase of £245.54. The closing bank balance at 30 April was £32,671.10.

The Chairman thanked Jean on behalf of the Festival for her work during the year and in the preparation of the accounts.

## **6. Appointment of Independent Examiner of Accounts**

The meeting approved the appointment of Pat Fraser as Independent Examiner of the accounts for the coming year and expressed thanks to her and to Bill Nicoll as he stands down from the role. The appointment was moved by George Grant, seconded by Jean Renno and approved nem con.

## **7. Election of Officials**

The following nominations were approved unanimously –

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| i) Administrator   | Mandy Miller<br>proposed by Graeme Wilson, seconded by George Grant     |
| ii) Chief Steward: | Harry Kerr<br>proposed by Jean Renno, seconded by Mandy Miller          |
| v) Treasurer       | Jean Galloway<br>proposed by Sandra Taylor, seconded by Janice McNaught |

## **8. Election of Committee**

Committee membership consists of the Executive members with between 10 and 20 elected members. Graeme Wilson asked for an en bloc re-election of the remainder of the Committee. This was approved nem con.

## **9. Any other business**

George Grant gave words of thanks to Graeme Wilson.

## **10. Date of 2020AGM**

Wednesday 19th August 2020 was proposed for the next AGM.

There being no further business the meeting was closed at 7.31 pm