

**NEWPORT FOLK CLUB [NFC]
MINUTES OF THE ANNUAL GENERAL MEETING
(Thursday January 20TH 2022, Start time: 7:30pm)**

The Club Patron: Huw Williams

NFC Committee Members present:

| POSITION | NAME |
|-----------------|------------------|
| Chairman | Bryn Millichip |
| Secretary | Malcolm Charnley |
| Treasurer | Crispin Bartlett |
| Booking Agent | Phil Millichip |
| Member | Cynthia Charnley |
| Member | Mick Pearson |
| Member | Steve Wride |

Number of Club Members Present @ Start of AGM: 24

[List of attendees is at the end of these notes]

1. Welcome & Introduction to the AGM [Club Secretary: Malcolm Charnley (MC):

MC welcomed all present to the AGM.

MC confirmed that information to support the AGM had been emailed in advance to the membership. The minutes had also been made available on the club's website soon after last year's AGM.

Copies of the AGM minutes, held by ZOOM on the 21st January 2021, had been circulated to members. A limited number of hard copies of the Agenda and Minutes for 2021 were made available for members attending the AGM.

MC clarified the objectives of the AGM:

- To consider and approve the minutes of the AGM held on the 21st January 2021.
- To review the club's performance in the year 2021 and highlight the progress achieved.
- To receive and consider questions/ issues raised by members.
- To elect a new management committee for 2022

2. Minutes of 2021 AGM: The minutes were proposed as a true and accurate record of the January 2021 meeting by Roy Zeal: seconded by Phil Millichip.

3. Points Arising From Minutes: None were raised.

4. The Chairman's Report [Bryn Millichip (BM)]:

4.1 Review of The Year:

The Chairman (BM) reported that, as in the previous year, 2021 had presented the club with many challenges relating to the Covid 19 Pandemic including WAG lockdown restrictions.

This meant the club was unable to hold normal club or guest nights for most of the year and support important partner events such as the Tredegar House Folk Festival (THFF), which was cancelled.

Despite these limitations during 2021, every effort had been made to keep the club active and some activities were provided for the members, including:-

4.2 Monday Night Zoom Sessions: From January to August 2021

These zoom nights also continued after the club was able to return to singing outside the Cricket Pavilion. They were aimed at those members who were unable to attend the outdoor sing around sessions.

A number of welcome visitors from non-members also participated including: Terry Hiscock, Terry Helyar, Hilary Ward, Ann & Dave Reader, Steve & Julie Wigley, Paul Downs and Anne Reekie from Scotland.

Bryn thanked Steve Wride for organising/ coordinating these Zoom sessions on behalf of the club.

4.3 Thursday Night Outdoor Singing Sessions: From May to End of July 2021

Numbers attending varied from 16 to 25

4.4 Thursday Night Sessions In The Function Room: From August 2021

Numbers were restricted in compliance with prevailing WAG Covid rules.

4.5 Special Events:

- Jez Lowe Online Concert funded by NFC: Thursday 18th March
- Grand Club Re-opening Night: Thursday September 2nd September 2021.
(This concert was headlined by Huw Williams and Paul Lloyd Nicholas supported by members of the NFC Committee.)
- Guest Night with Terry Hiscock: Thursday 18th November
- Tredegar House Folk Festival Fund Raiser: Thursday 16th December 16th

4.6 New Website Development: The Chairman reminded members that a new NFC Website was designed and developed during 2021 and is now accessible on the internet.

The website is visually attractive and easy to navigate. It allows the user to link directly to other websites and videos of singers/ musicians who are booked to perform at the club. This new website is a marked improvement on the original website and presents the club in a very positive light.

Cris Bartlett and Malcolm Charnley, lead the development of the new website, and were assisted by other committee members as required. The club especially benefitted from the advice, guidance and creative input of Paul Lloyd Nicholas and he was thanked for giving his time and energy to the website's development.

The new website address: www.newportfolkclub.co.uk

4.7 Invitations Recently Received for 2022:

The Chairman announced the following invitations which may be of interest to NFC members:

- An invitation from Terry Helyar for NFC members to participate in a sing-around session at the Beaufort Hunt public House in Chipping Sodbury on Monday the 21st February
- Invitation from Sara Smith for NFC Members to participate in an open mic session at the forthcoming Cwlwm Celtaidd Festival in Porthcawl in October 2022 [Date TBC]

The Chairman concluded his presentation by thanking:

- All the members of the club for their continued support of NFC.
- The Committee members for their willingness to attend the regular 'virtual' online meetings and for contributing to keeping the club alive during this difficult and lengthy pandemic.
- Bryn thanked all the members of the committee for their very positive team ethos and their collaborative efforts in trying to keep the Club alive during a very challenging period.
- Particular thanks were given to CSC and MC who were stepping down from their positions on the NFC Committee following the AGM. He also confirmed that they will both be continuing as active members of the club and the NFC/ THFF Festival Planning and Management Group

5. Financial Report [Treasurer Crispin Bartlett (CB)]:

5.1: CB provided an overview of the income and expenditure as well as the assets and liabilities of the NFC accounts from January to December 2021.

CB explained that the impact of the WAG Covid restrictions had reduced the ability of the club to generate income. He reminded members that no subscription charges had been made during 2021 and club night's fee income had only been collected from the beginning of September when the club held its official re-opening night.

CB also pointed out that guest fee expenditure had been reduced because the club had to cancel all the artists that had been booked for the period January to

September 2021.

Summary of significant items of expenditure included:

- Function Room rental and NFAC membership fees: £502
- The development and launch of a new Club Website [£700]
- The purchase of a New PA system of £1,600. *[This was offset by a donation from the Peoples Folk Day/ THFF planning and management of £800.] (See 'Additional Note' below)*
- A charitable donation to the Displaced Peoples Action Group of £150.
- The THFF Fund Raiser: £150

Additional Note: *The new PA was purchased with due diligence and in accordance with the Club's constitution. There was a need to invest in less bulky and heavy equipment to prevent potential injury to members Besides being easier to set-up and set down, the new PA does not require any additional monitor/ foldback speakers and requires a much smaller space for storage.*

CB confirmed that despite the many difficulties experienced by Covid 19 pandemic, the Club continues to have a healthy financial position. Balance at end of year was £1910.06

CB concluded his presentation by thanking Lindsay Rowlands for auditing the club's annual accounts for 2021

[See Annex I for specific details]

5.2. New Fee Structure [Treasurer Crispin Bartlett (CB)]

No changes proposed.

6. The Club Patron [Huw Williams (HW)]: HW congratulated the NFC Committee and club members for all the time and energy they have invested in keeping the club alive during the Covid 19 Pandemic.

He acknowledged that running folk clubs during the past two years has been far from easy and confirmed that he is aware of a number of folk clubs across the UK in recent years who have decided to discontinue their operations. A very sad situation indeed.

HW also stated that, in his opinion, Newport Folk Club is more than a folk club, it is a very special community with members who look out for each other and long may it be so. He concluded his presentation by wishing the club every success for the future.

7. Questions/ Issues Raised from the Floor: This agenda item took the majority of the time that had been allocated to the AGM. The following notes provide a brief summary of the items raised and discussed.

7.1. Sue Oates: SO (Lead member of the Tredegar House Folk Festival management team), expressed her gratitude to NFC for all the help and support she and her team had received from the Club.

In particular, she very much appreciated the help that was received in the planning, promotion and management of the THFF fundraiser held at the club on 16th December 2021. Despite numbers being restricted because of the WAG Covid restrictions, she confirmed that the event had been successful and enjoyed by all who attended.

SO also wanted to personally thank MC and CSC for a job well done. She commented that once key actions had been discussed and agreed with MC she had the confidence that things would be achieved effectively and efficiently and on time.

SO concluded her input to the discussion session by notifying those present of a special singers' event currently being planned at the Belle Vue Park in Newport on the 30th April 2022.

7.2 Terry Parsons: TP asked a number of questions as summarised below:-

- (i) Does the club have a policy for selecting guest performers?
- (ii) Is a list of potential performers maintained?
- (iii) TP requested that the club have guest performers on a monthly basis.
- (iv) TP recommended that the Club should consider supporting new/ up-an-coming young acts to assist their development and careers in the folk scene.
- (v) TP wanted to know what had happened to the old PA equipment and whether or not this equipment is still available for use by club members.

PM responded as follows:

- (i) Confirmed that there is no formal policy for booking guest acts only the custom and practice that has been established.
- (ii), (iii) and (iv) PM explained that the booking of guest acts had been problematic for the last two years because of (a) the uncertainty caused by Covid. This instability has resulted in some hesitancy in booking acts for the club because so many have had to be cancelled recently because of lockdowns; (b) there have also been limits imposed on number of people that can attend events in the Function Room; and (c) more recently, the club has experienced some car parking issues at the Fugitives Club.

PM also confirmed that as soon as normality is restored, it his intention to discuss related matters with the NFC Committee, including: potential acts; the need to consult with the NFC membership on the preferred frequency of acts and, again with the NFC Committee (d) guest fees to be considered acceptable.

PM concluded by emphasising that the NFC committee will decide how often guests will be booked for 2022. This will be decided at the next committee meeting and will depend on available funds. PM will be continue to be responsible for booking the guests but he is open to suggestions from members as to who they would like to see at the club.

CB responded as follows: -

(v) CB confirmed that it had been agreed not to 'trade in' the old Mackie loudspeakers because the trade in price offered was derisory. CB also stated that this equipment is currently being stored at a member's house for safe keeping. Therefore, it is available to be used by NFC members. It is intended to use these speakers in cascade with the new Bose PA if and when we need to use a larger external venue and/ or an outside Marquee. They could also be utilised when a large band has been booked to perform by the club if deemed necessary.

7.3: Greg Rowlands: GR raised a number of issues and questioned:-

- (i) The rationale and reasoning behind the recent purchase of a new PA system and related items.
- (ii) Why there was a financial donation made by the committee of the Peoples Folk Day (PFD) to Newport Folk Club (NFC) as it was his understanding that surplus funds generated from various Peoples Folk Day events were wholly intended for charitable purposes.
- (iii) GR said he had been removed from the committee of the PFD.

Answer to i) MC explained that the NFC committee had given full consideration to the purchase and felt it was necessary for a number of reasons, including: portability and storage, a much safer and easier set-up/ set-down process, cost effectiveness and an improvement on the current outdated and cumbersome system.

Answer to i) (Post meeting.) A donation from PFD to NFC to buy the new PA was carefully considered by the PFD committee who felt that it was an important purchase, which would contribute positively towards future PFD events as the older equipment had done for previous events.

Answer to ii) (Post meeting.) Charitable giving. It was never the intention of the PFD to distribute all surpluses to charity but each year, a local charity received a sizeable donation.

Answer to iii) MC explained that GR was not removed from the PFD committee but that he and LR had resigned in 2018 as they felt they would have limited influence on the decision making process. *[Post meeting note: Details are contained in email exchanges dated 28.3.18.]*

7.4 Rose King: RK wanted to register her heartfelt thanks to the club for the charitable donation that had been made to the Gwent Cardiac Rehabilitation Trust Fund during 2021. RK confirmed that this is a charity that is very important to the King family.

Finally, the Chairman confirmed that in accordance with well-established custom and practice of the club, the NFC Committee and the PFD/THFF Festival Planning Group will consider and discuss, at their earliest opportunity, all of the questions and issues that had been raised during the AGM.

8. Committee Selection For 2022 & Vacancies To Be Filled:

- In accordance with the Constitution, all current members of the NFC committee stood down. Roy Zeal (RZ) temporarily took the chair.
- RZ reminded the AGM that CSC and MC were stepping down from their roles on the NFC Committee; creating 2 vacancies.
- RZ was informed by BM that Mac Perrett (MP) was willing to join the management committee but not as club secretary. Nomination accepted.
- SO nominated Liz Harris (LH) as an ordinary committee member. Nomination accepted.
- RZ established that the remaining committee members were prepared to continue in their roles. RZ stated there were no further applications.
- The committee members for 2022, were duly elected.
- It is now for the NFC Committee to allocate roles and responsibilities as they deem necessary.

Additional Comment: CB informed the AGM that he had extensive experience as a member of the NFC Committee and was willing to continue his role as Club Treasurer. However, CB informed the AGM that he had recently been the subject of some unreasonable questioning by certain members of NFC who he declined to name. CB wished to remind members that any such questions should in future be directed collectively at the NFC committee as all decisions are made democratically and by consensus. He further added that any fully paid up member has the right to seek election to the committee.

9. Any Other Business:

The Club's Christmas Dinner: RZ proposed that a new venue should be chosen for NFC's Christmas Dinner in 2022. RZ said that Sue Oates was willing to take the lead in finding a suitable venue. This proposal was supported by members.

The AGM finished at 8:15pm

SUMMARY OF MEMBERS PRESENT:

| COMMITTEE MEMBERS | MEMBERS | MEMBERS |
|-----------------------|-----------------|-------------------|
| Bryn Millichip | Margaret Care | Mac Perrett |
| Crispin Bartlett | Ron Care | Colin Prosser |
| Cynthia Charnley | Liz Harris | Greg Rowlands |
| Malcolm Charnley | Dave King | Lindsay Rowlands |
| Phil Millichip | Rose King | Charlotte Silcock |
| Mick Pearson | Keith Lowther | Roy Zeal |
| Steve Wride | Derek Millichip | |
| | Sue Oates | |
| Huw Williams [Patron] | Ann Parsons | |
| | Terry Parsons | |
| | | |

ANNEX 1: NEWPORT FOLK CLUB'S FINANCIAL REPORT 2021

NEWPORT FOLK CLUB Jan – Dec 2021 Accounts

| ITEM | RECEIPTS (£) | PAYMENTS (£) | | ASSETS (£) | LIABILITIES (£) |
|--|----------------|----------------|---|------------|-----------------|
| Door | 920.43 | 0 | Bank Balance | 1910.06 | |
| Raffle | 368.80 | 353.74 | Cash Balance | 0 | |
| Membership | 20.00 | 0 | | | |
| Artist | 0 | 300.00 | Net Assets | 1910.06 | |
| Website | 0 | 700.80 | | | |
| Equipment, Insurance | 0.78 | 1790.38 | | | |
| Room rental, membership | 0 | 502.00 | | | |
| PFF PA contribution | 807.00 | 0 | | | |
| Charity donation | 0 | 150.00 | | | |
| THFF Fund Raiser | 0 | 150.00 | | | |
| Fugies staff presents | 0 | 33.50 | | | |
| TOTAL | 2117.01 | 3980.42 | | | |
| | | | Having examined the Accounts and the supporting documentation, we certify that they are, to the best of our knowledge and belief correct. | | |
| Total Cash And Bank Balance 01.01.2021 | 3773.47 | | C BARTLETT Treasurer | | |
| Receipts For Year | 2117.01 | | | | |
| 2020 Balance+2021 Receipts | 5890.48 | | | | |
| Payments For Year | 3980.42 | | L ROWLANDS Hon. Auditor | | |
| Balance 31.12.2021 | 1910.06 | | | | |