

Minutes of Annual General Meeting held 28th November 2016

of The Red Brick Building Centre, to be held in the Event Space, Red Brick Building, Morland Road, Glastonbury

Board Members Attending. Alan Gloak (Chair), Chris Trwoga (acting secretary), Tom Clark, Alison Belshaw, Clark, Paul Eavis, Tim Knock, Trish Long, Gareth Mills, Rory Weightman.

Shareholders attending. Janet Aram, Ramona Belcher, Alison Belshaw, Simon Bennett, Andy Bird, Chris Black, Rosemary Bradley, Paul Branson, Tom Clark, Paul Eavis, Annelise Franck, Alan Gloak, Barbara Helm, Robin Howell, Tim Knock, Trish Long, Malgosia Chelmingha, Geoffrey Hill, Jacqui Lindgren, Carol McGerr, Nic McGerr, Gareth Mills, John Mitchell, Robert Musgrave, Carolann Palmer, Mike Palmer, Any Pickford, Roy Proctor, Philip Rice, Barbara Robinson, Judi Rice, Joan Ryder, Diana Stewart, Gill Stone, Chris Trwoga, Michael Walker, Rory Weightman. (37 shareholders. Meeting declared quorate)

Bond Holders attending. Katherine Clarke

Volunteers Attending. Geri Laithwaite

1. Apologies received. Board Members: Sarah Sander-Jackson.

Shareholders: Richard Boulton, Sarah Boulton, Joanna Briar, Pat Mead, Cheryl Penn, Michael Penn, Julie Roberts, Rupert Rumney, Sarah Sander-Jackson, Paul Sander-Jackson.

2. To approve the Minutes of previous Annual General Meeting held on 30th November 2015. Minutes from last year had been previously circulated electronically. The minutes were taken as read. The Chair proposed they were a true record. The motion that the minutes are a true record was carried unanimously.

3. To receive and approve the Chairs' Report, Financial Accountants Report and Fiscal Accounts.

Shareholders had previously received the Chair's Report, Financial Accounts and Fiscal Accounts electronically. There was a request from the floor that the Chair's Report was read out. The Chair read his report, which was received without comment.

Trish reviewed the financial report. She began by thanking other members of the management team for their help in preparing the accounts and managing the finances of the project. She thanked Katherine Clarke, the previous administrator, and welcomed Alison Belshaw as Project and Enterprise Manager, who replaces Katherine. She explained that the Power to Change grant had also enabled the Red Brick to employ a Volunteer Co-ordinator, a Facilities Manager, and to increase the paid hours for events management. Trish pointed out that the Power to Change funding is for 18 months. New revenue will need to be fund employees thereafter.

She explained that the Red Brick Building Centre Ltd. commenced the financial year with a deficit of £2,194 and ended with a deficit of £9,134.

She explained that the reporting methods of the accounts had changed to bring them in line with the way that charitable accounts are managed. All grants received are allocated to the balance sheet until the amount received has been spent on the stipulated expenses for which the grant was received. This prevents a false picture being given of the 'health' of the accounts as grant monies are 'ring-fenced' for their intended purpose. She summarised the present available funds from grants received at £122,276.

Trish provided a breakdown of funding sources as follows:

Solar Bond income monies to repay investors - £4,875

JAC Trust (Community Garden) £1,950 balance

Power to Change - £103,493

Glastonbury Trust - £15,000

Youth Club grant - £1,790

Lego Club grant - £800

Community Garden grant - £500

JAC Trust (Research Study grant) - £2,274

JAC Trust (Tenant Business Training) - £3,000

Wessex Community grant - £1,000

Red Brick Tenancy Services Ltd. Financial Report. Trish explained that there had been no increase in rental income in the last financial year because we were fully tenanted. All we could do was get smarter in our use of the spaces.

Smarter management and promotion of the office hub and the new hire space (Morland's Room) was vital. RBBTS had operated within its budget limitations and there had been no overspend.

Trish ended by encouraging shareholders to study the audited accounts closely.

A shareholder asked for clarification about why the value of the buildings and other assets had declined by £54,000. The acting secretary explained that this was an auditing tool that presumed a depreciation of the building and other physical assets over a period of time. This 'loss' was offset against corporation tax etc. If money was spent on improving the building this would be added to the value. The valuation did not represent a commercial valuation of the business, land or property but a record of monies spent on the building minus the 'book' depreciation.

Actions. To approve the Chair's Report and Financial Reports. Roy Proctor proposed; and Nick McGerr seconded. The Chair's Report and Financial Reports were approved without objection.

4. To re-appoint the following Directors who must stand down by rotation. The Chair reported the resignations from the Board of Chris Trwoga and Kirsten Rushby. A vote of thanks for both was proposed. Alan Gloak was therefore the only board member needing to stand down. He was unanimously re-elected by shareholders. Rory Weightman and Gareth Mills will stand down at the next AGM.

5. To receive nominations to the RBBC Board and offer nominated persons for election. Alison had received a nomination for Diana Stewart. Diana was introduced as someone who had a long-standing connection with the project and had already supported it in many ways. Diana was proposed by proxy by Sarah Sander-Jackson and seconded by Trish Long. She was duly elected by shareholders without objection.

6. To authorise the Board to set the remuneration of the Accountants. Trish requested that Maxwell's are re-appointed to do the accounts for the forthcoming year. This was proposed by Roy Proctor, seconded by Paul Branson and passed by the shareholders present without objection.

Trish requested that the remuneration is set at £4,000. Alan Gloak proposed and Paul Branson seconded. This was passed without objection.

7. Red Brick Building Tenancy Service Report. Alison Belshaw introduced herself. She spoke about the many changes since her arrival, largely facilitated by the grant funding. This included air conditioning and a sanded polished floor to the event space. A new dividing wall and windows were being installed to create the Morland Room. L.E.D. lighting is being installed, together with improved signage and fencing. A new website is being designed. Amy, the volunteer co-ordinator, has been appointed. There was support and training for volunteers. A grant for Bon paid for day and a half a week to manage the garden project. We are on the road to getting fibre broadband in the building and work has started on the lift-shaft. Improvements were also being made to the Reception Area and to the hot desk hub. She said that the building was fully tenanted at the minute but need to maximise the hot desk hub and use of the event space. All working part-time but a limit to what can be achieved in the time. Alison concluded by saying that RBBC was looking for more people to support the running of events and fund-raising.

8. Presentation in respect of Building C. Discussion of the governance and investment options for the future. Tom Clark said that the Power to Change funding had narrowed the options open to them. There was £220,000 in funding promises for phase 1 – just for the roof. Phase 1 had been put out to tender, but the lowest bid came in at £570,000. This had been whittled back to £320,000 – but £400,000 was the realistic figure for phase 1. He referred to a major anchor tenant who would have brought shoe manufacture to the building. Brexit had put paid to that. The proposal for a temporary canvas roof to protect the building had been discussed. The cost of that is £55,000 with a potential lifespan of 10 years. The concept was new, however, and the tent manufacturers raised concerns that a wind storm could destroy the canvas roof and do significant damage to the fabric of the building. The cost of demolition is £170,000 with further significant costs to turn the land into a car park. It was generally agreed that there was no mandate for demolition. The options were summarised as follows.

1. Demolish
2. Install permanent roof (if funds can be raised) at £400,000.
3. Install a temporary canvas roof to provide a 'breathing space'.
4. Allowing the building to continue to deteriorate.
5. Use the money to repair what we can – e.g. improve building appearance, cap the walls, put on temporary roof. This would not allow any activity in the building.

Tom said that the board have yet to put these plans to deep consideration.

The company approached in respect of a canvas roof have not put a tent on a building before. The research is lacking in how this might work. In the early days of the project a temporary roof had been put on Building C. Ridge tile edges had ripped the fabric and the sun had further degraded it. A decision will be made over the next few months and shareholders will be kept fully informed.

Tim Smith of the Eden Project was referred to – could he be approached. Students came up with polythene. Many enquiries will be made.

9. Developing the Arts and Education Reports and commentary. Tim Knock said the project to ‘create a space welcoming and friendly for all’, was now four years old. He said the cumulative build-up of events in terms of artistic variety and variety of people attending is amazing. The project is not owned by any segment of the community. He described some current participants - Orchard Vale Trust – a centre for adults with learning difficulties helped in the garden and had had a disco. Shelf-stackers in Tesco’s were able to organise music events in the building. Jan Morland’s wake was held here. There will be an exhibition of Jan and John’s art. Bigger gigs were needed – higher profile acts to bring in more money. Thursday ‘thinking nights’ were referred to – with a ‘high-brow’ cultural content. Tim thanked Bocabar – Bocabar is big part of the success. They do a huge amount of work in a volunteer capacity. Bocabar also employ many people who get involved in other aspects of the project. There were many people bringing different skills to the table.

Rory Weightman on education. Rory described the Red Brick Building as a place where folk can come to fulfil their potential. Education runs through everything we do and for all ages. Educational activities are a daily feature. The new Morland Room will create new educational opportunities. He said that The Red Brick was always looking for new ideas for youth engagement. The Youth Club was described as a great success and running at capacity. Katherine Clarke was thanked. The Town Hall youth committee and the YMCA engagement will be supporting the youth club at the Red Brick. Work Experience – eight students from St. Dunstan’s had completed a media work programme last summer. This will be repeated in the forthcoming year. Blue School will be having an art exhibition in the building next year and links with Bath Spa University were continuing to develop.

A suggestion was put forward to have an inter-generational forum. This was considered a good idea. It was also suggested from the floor that provision for very young children was lacking.

Chris and Kirsten thanked who are retiring. Chris suggested that the role should be split. A clerical role plus secretary.

10. Any other Business. Alan thanked the board of directors. He reminded shareholders that it was nine years since young people had begun their protests to stop demolition. Paul Branson raised the issues of the Zig-Zag Building and referred to letters in the local press. Paul Eavis that we should monitor the debate. Alan said that lots of conversations are taking place between occupants of the site in general in respect of the issues raised. These talks taking place in confidence. Shareholders would be informed of outcomes when they were known. Shareholders were asked to appreciate their sensitivity. Alan concluded by thanking the staff team who all work more hours than paid for.

The meeting closed at 7.30pm.