

THE DANCE SCHOLARSHIP TRUST

Registered Charity No. 802165

THE SOCIETY FOR THE PROTECTION OF ANCIENT BUILDINGS

37 Spital Square, London E1 6DY

MINUTES OF THE NINETEENTH ANNUAL GENERAL MEETING OF THE DANCE SCHOLARSHIP TRUST HELD ON SATURDAY 30th AUGUST 2008 AT ST. BOTOLPH'S CHURCH, IKEN, SUFFOLK AT 3.30PM

The chairman, Malcolm Fryer, opened the meeting and welcomed everyone to St Botolph's Church, Iken. He expressed thanks to the Reverend David Murdoch and the Parochial Church Council for allowing the Dance Scholarship Trust to use the church for their AGM. Mr Murdoch then extended a welcome to everyone from the parish and noted that he was pleased that such a useful organisation had chosen to visit the church. He wished the Trust well and hoped that they would enjoy their time in Iken.

1.0 APOLOGIES FOR ABSENCE

The chairman welcomed this year's scholars, Harriet von Fritsch (an architect), Jessica Hunnisett (a surveyor/conservation officer) and David Evans (an engineer), to the meeting and noted that the fourth of this year's scholars, Fergus Connolly (an architect), could not be present as he was acting as best man at a wedding. Last year's scholars, Amanda White and Chloe Maher were presented with a copy of the constitution and invited to become members of the Dance Scholarship Trust. A copy of the constitution will be sent to Nikhil Joshi who was absent.

The chairman noted that the committee had received a number of apologies from scholars and guests as follows:

Scholars: Ian Angus, Peter Ayley, Peter Buchanan, John Bucknall, Tim Buxbaum, Peter Carey, Simon Cartlidge, Janet Collings, Paul Crosby, Ptolemy Dean, John Dorrington-Ward, Mark Evans, Arthur Francis, Jonathan Garlick, Mary Henn, Henry Herzberg, Izaak Hudson, Donald Insall, Miriam Kelly, Robert Kilgour, Dominic Lockett, Elisha Long, Francis Maude, Rodney Melville, Sarah Moore, Susan Ranson, Geoff Rich, Sarah Robinson, Philippa Soodeen, Marianne Suhr, Nicola Tasker, Charles Wagner, Sam Wheeler, Steve Wood.

Guests: Penelope Adamson, Shahina Begum, Gillian Darley, Juliet Frankland, Cecily Greenhill, Margaret Hogan, Margaret Howard, James Kingswell, Iris Montgomery, Dick Reid, Stephen Scammell, Judith Scott, Martin Stancliffe, Anthea Taigel, Philip Venning, Jenny West, Adela Wright.

2.0 MINUTES OF THE MEETING OF 31st AUGUST 2007

2.1 Approval of the Minutes: The minutes of the meeting were agreed as a true and accurate record of the meeting, proposed by Andrew Townsend and seconded by Nick Warns. A copy of the minutes was signed by the chairman. The chairman noted that the committee had taken the decision to send the minutes and agenda out by email to reduce postage costs. All agreed that this was a sensible idea so the committee would continue to work towards sharing more information by electronic means in the future.

2.2 Matters Arising from the Minutes: There were none.

3.0 CHAIRMAN'S REPORT

The chairman noted that the Gathering would not be possible without the hard work and

commitment of a number of individuals and extended warm thanks to Mark Hoare for offering his house and garden as a campsite and picnic venue, to Tim Greensmith and Kirstie Robinson for organising the weekend's events and to Sam Price for helping to arrange the visit to Snape Maltings.

- 3.1 Twentieth anniversary reception and appeal:** The chairman reminded the meeting that the idea of a twentieth anniversary appeal had been proposed at last year's AGM and supported by the members. He was pleased to announce that the committee has now appointed a patron – Candida Lycett-Green, daughter of John Betjeman and author of a number of books about architectural history and lost buildings. He also reported on the outcome of the appeal to scholars. Before the 2007 AGM the monthly donation from scholars was £117 (£1650 per year including gift aid). The monthly donations have now risen to £380 (£5,400 per year including gift aid). This is a very encouraging increase although the number of scholars who have signed up to a monthly donation is still quite low at 25. The chairman noted that the result of this increase the Trust should be able to achieve its goal of funding a second bursary within 15 years at the present rate. Clearly it would be better to achieve this rather sooner and so the fundraising efforts will continue.

The chairman also reported that he had sent appeal letters to 70 companies (architectural practices, contractors etc) in March raising a sum of £5260 (£6,500) including gift aid. This included major donations from five companies and a few smaller donations received as result of Kirstie Robinson's Cornerstone article.

The chairman also provided an update regarding arrangements for a twentieth anniversary reception to be held at Clarence House or at Highgrove. He has met with the Prince's Private Secretary and was optimistic that this fundraising opportunity would go ahead. The numbers would be limited to 100 so there would need to be some careful thought with regard to the potential invitees. Places would be available for a small number of scholars and the question of whether a ballot system would be used or whether regular contributors would be invited was still under discussion. The reception was likely to be held in November 2009.

The chairman noted that next step was to launch a formal public fundraising initiative for which a brochure would be produced. This prompted Tim Ratcliffe to raise the question of whether the Trust should concentrate on providing funding for the whole term of the scholarship or just the Lethaby section as this was the part primarily concerned with learning about conservation, traditional materials and skills. He suggested that it might be easier to secure further funding for the Lethaby section as a programme in its own right, as the wider benefits could be more easily described and understood. Although the Plunket section was entirely worthwhile it was geared more towards personal development than to acquiring skills and knowledge of use to the wider conservation world.

As there was insufficient time to discuss the issue of how the Trust should direct its funding at the meeting Dorian Crone suggested that Tim Ratcliffe might write a paper which could be circulated to members to facilitate a proper discussion of the issues. It was agreed that this would be a worthwhile exercise. In the meantime it was noted that the Trust would have to be very clear about what it was seeking funding for and why in its appeal brochure. Nick Warns noted that the appeal brochure should also emphasise the role of the SPAB and make clear the relationship between the SPAB and the Dance Scholarship Trust. It should also make clear the fact that the Trust helps to fund the scholar's bursaries (currently £7,500 per scholar), not the administration costs of running the scholarship.

In concluding this part of the discussion the chairman confirmed that the intention was still to raise a total of £200,000 over the next four years but that we had already raised £30,000. This

was felt to be a very promising start. He also confirmed that the committee would continue to liaise closely with the SPAB in order to ensure that the correct messages were put across in our fundraising materials and publicity.

3.2 Website launch: The chairman noted that the Trust now has a website – www.dancescholarshiptrust.org.uk – and encouraged everyone to visit it.

3.3 Justgiving.com: The chairman reported that as part of the process of putting together the website the committee has been investigating using justgiving.com as fundraising vehicle. The committee hoped that the Trust's registration would be processed in a few weeks and that it would be available for use shortly after. Robin Miller, an architect, has offered to take part in a number of sporting events to raise money for the Trust and will hopefully be the first to use the new justgiving.com facility. If anyone else would like to organise or take part in a sponsored event and make use of the justgiving.com account they were asked to contact a committee member.

4.0 TREASURER'S REPORT

4.1 Review of investments and financial performance: The treasurer, Jo Hibbert, had been detained so the chairman gave the report in her absence. He briefly outlined the current financial position, which is essentially that the Trust's funds are performing adequately in the current financial climate. There had been some losses but nothing beyond what had been expected. He drew the meeting's attention to a short paper he had written comparing the performance of the CCLA Charities Common Investment Fund (the fund the Trust currently uses) with the two comparable funds which the committee had been considering. As his paper noted, the accumulative growth of the COIF investment over the last five years (+42.8%) was very similar to M&G Charifund (+44.1%) and Newtown Global Growth and Income Fund for Charities (+35%). The paper also made clear the similarities between the types of investments making up each of the three funds illustrated and the fact that there was a considerable link to high street banks which had affected the performance of the funds. He therefore informed the meeting that the committee did not feel that there was any major benefit in changing the Trust's investment package at the current time although he noted that the committee had instigated a yearly review of investments with the pro bono assistance of Ben Whitmore.

As discussed at the 2007 AGM, the donation to SPAB had been slightly reduced from £10,000 to £9,000 this year. The committee felt that it was important to ensure that the Trust's capital was not being eroded and so the level of the donation is likely to continue at 1.2 bursaries for the foreseeable future. The possibility of funding a bursary in partnership with the Drake Trust had been discussed but had come to naught.

4.2 Approval of the accounts: The accounts had been circulated to all scholars with their invitation to attend the Gathering. The chairman asked if any of the members has questions concerning the annual report and financial statements but no questions were raised at the meeting. The approval of the accounts was therefore proposed by Janet Locke and seconded by Alan Gardner.

4.3 Reappointment of external examiner: The committee also sought approval to reappoint Nicola Anderson as the Trust's independent examiner of the accounts for the next year. The chairman noted that Nicola Anderson was suggested by the SPAB in the first instance and has proved to be reliable. Her input represents very good value for money. The reappointment of Nicola Anderson as external examiner of the accounts was proposed by Dorian Crone and seconded by Philip Hughes.

5.0 ELECTIONS TO COMMITTEE

The chairman noted that the following scholars were committee members during 2008: Malcolm Fryer (chairman), Sara Crofts (secretary), Jo Hibbert (treasurer), Kirstie Robinson (assistant treasurer), Tim Greensmith and Steve Wood. The committee had held four meetings

and had been able to combine these with CPD visits. The chairman then reported that Jo Hibbert had reached the end of her five year term of office and would be standing down. He expressed his sincere thanks to her for the time and effort she has dedicated to the Trust and her capable handling of our finances. She would be handing the role of treasurer over to Kirstie Robinson. Sara Crofts and Malcolm Fryer noted their willingness to continue to serve as secretary and chairman respectively. The chairman then informed the meeting that Amanda White, Chloe Maher and Pippa Smith had indicated their willingness to serve as committee members. The meeting agreed to the election of the new committee members and the re-election of the existing officers nem con.

6.0 AGM 2009

Andrew Townsend proposed that the 2009 AGM should be held at Kelmscott Manor (Lechlade, Gloucestershire) as this was the venue for the first AGM and was important to the Trust in terms of its connection with William Morris. There was a general agreement that this was a good suggestion as the AGM had not been held in this locale for some time. The chairman noted that the committee would look into this option. If possible the 2009 AGM and the 20th Anniversary Reception would be held at the same time. Kirstie Robinson noted that any offers of help organising the 20th Anniversary Reception would be very welcome.

7.0 ANY OTHER BUSINESS

7.1 The meeting proposed a vote of thanks to those who had arranged this year's AGM.

7.2 James Innerdale reminded the meeting that Juliet Frankland had suffered a stroke a few years ago and was now living in a nursing home in Kirkby Stephen. Although she was frail she was still running her estate from the nursing home. Fergus Connolly hopes to visit the estate during his Plunket studies. It was suggested that a card could be signed by the scholars and sent to her after the Gathering.

8.0 CLOSE

The meeting closed at 4.40pm and members retired for tea.

List of those present at the Dance Scholarship Trust AGM 2008:

Scholars: Louise Bainbridge, Neil Birdsall, Ruth Blackman, Christopher Codling, Nick Cox, Sara Crofts, Dorian Crone, Naomi Cross, Silvia Demeter-Lowe, David Evans, Harriet von Fritsch, Malcolm Fryer, Alan Gardner, Tim Greensmith, Nigel Hammett, Rebecca Harrison, Libby Harley, Jo Hibbert, Mark Hoare, Philip Hughes, Jessica Hunnisett, James Innerdale, Shawn Kholucy, Janet Locke, Peter Locke, Chloe Maher, Philip Orchard, Tim Ratcliffe, Kirstie Robinson, Pippa Smith, Andrew Townsend, Nicholas Warns, Nicola Westbury, Amanda White, Robert Williams.

Guests: Margaret Birdsall, Peter Blackman, Rachel Bower, Dan Burt, Stafford Holmes, David Miller, Katie Orchard.