



Annual Report 2012 – 2013

Annual General Meeting **SEPTEMBER 2013**

Notice of the Annual General Meeting of Indigo arts for all members

23 September 2013

Kingsley Base @ 8.15pm

Agenda

Apologies
Chair's Welcome
Minutes of last meeting
Matters arising
Elections of trustees
Election of Officers
Finance Report
Projects Report
Fundraising
The Future
AOB
Date of next AGM

Introduction – Chair of Trustees

Welcome to Indigo's 2011 AGM

It's fair to say that there have been many challenges for the organisation this year, the impact of losing Kingsley Theatre as a base for workshops and performances has been a real struggle. Numerous leads on potential building offers did not materialise which proved time consuming for Cathy in particular and the timing was not great due to Cathy's operation earlier this year. The trustees and projects team were all happy to see Cathy return after her short recovery time, and Cathy quickly negotiated a space following the exit of the youth service at the Kingsley site upon her return. The organisation moved in to the space before the summer and of course were grateful of the opportunity from the school but this arrangement has not been without challenges over the last few months. There has been a period of uncertainty over the summer as we were informed that we would be sharing the space with another organisation who had been given access to the space on Thursday evenings, this led to discussions with the group to consider changing the sessions days, initial feedback demonstrated that the impact of this would be that we would sadly lose members. Thankfully we finally received news that the other organisation will now be using a space elsewhere which means that sessions can remain. With every piece of good news at the moment it seems to be accompanied by some not so good, and after resolving this we returned to the Kingsley site after the summer to prepare for the new term only to find that maintenance that was scheduled to be completed over the summer was still ongoing and that there had been a considerable amount of water damage caused to the building internally from adverse weather during repairs to the roof which sadly damaged equipment and delayed the start of the term for us.

The Trustees would especially like to thank Cathy and the projects team for their continued and tireless efforts to ensure that the work of the organisation continues with as little disruption as possible. I would personally like to thank the other trustees, parents, young people, and volunteers who have all pulled together to give support and understanding during this time of economic uncertainty.

In other news, Sarah Nicholson will be standing down as trustee to focus on developing her new business and to work with Take 2.

We would like to thank Sarah for her hard work and support at many fundraising events this year, we wish Sarah well with her business but are pleased that she will continue to work with us in other ways. Nicola Duggins will also stand down this year, due to the demands of her new job role, which have kept her away from her work with Indigo a little more than she'd originally hoped! Thank you also to Nicola for the many years she has provided Indigo with support, and we hope she will continue to keep in touch where time allows!

Although remaining as a trustee, I too will be standing down as chair and will be focussing on family life for the next 9 months as my husband and I expect our 1st child before the end of the year. I have thoroughly enjoyed my time working as Indigo Chair and I would very much like to still support the organisation in anyway that I can as I start my new role as a mum. I am pleased to announce that all others are happy to remain and continue to support the organisation, I hope all of them will have your vote of confidence which is truly deserved.

Finally I urge you all to remember that Indigo is a charity, think about the contacts that you have that might be able to support the organisation, often small things like the donation of a raffle prize, a company fundraising event such as sponsored cake morning or a sponsored run that you might be taking part in can all mount up and provide us with valuable donations to pay the rent and keep the facilities and equipment in working order.

Fay Todd
Chair of Trustees

Trustees standing for re-election:

Gordon Nicholson, Ellen Traves, Steve Tremaine, Fay Todd, Rebecca Hyder

Proposed New Trustees

Lyn Wilmott - Proposed by Cathy Moss, seconded by Rebecca Hyder. Details in Support of Trustee Application below:

I live in Birmingham and am now retired from my job as Office Manager/Head of Administration with Birmingham City Council.

My granddaughters have attended Indigo workshops for 2 years now and thoroughly enjoy it, as I do watching the groups!

I am a member of O25. I have previously helped Indigo behind the scenes and with raffles and I am happy to support Indigo in any way that I can, as I feel this is a very worthwhile organisation to be involved with.

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Trustees Standing Down

Sarah Nicholson is standing down to concentrate on the development of her business (and spend more time making us cakes!!), as well as helping to extend the work we are doing with Take 2, and possibly other linked initiatives on the Projects Team. We thank her for all she has done as a very valuable member of the team of trustees, and are pleased that she will continue to extend her work with us in the future.

Nicola Duggins has found the increasing demands of her new job role, have not enabled her to return to support Indigo as she would have wished and she is therefore standing down from the trustees this year. As the second longest standing member on the board, we thank her for all the work she has done on our behalf.

Policies

After taking some time to settle in as a trustee, and getting an overview of how Indigo works, Rebecca Hyder has offered to begin a gradual review of Indigo's policies and procedures. As Indigo has overcome many hurdles this year and now finally has a base to call home for a while, it seems a good time to look afresh at health and safety management throughout the organisation to include activities within the new Indigo base in the youth centre at Kingsley College, and also out on location.

Rebecca will be visiting workshops and locations over the following year and working with Indigo's trained staff to ensure that Indigo's health and safety management is effective and regularly reviewed. Rebecca also hopes to implement a review of Indigo's safeguarding procedures this year.

Rebecca also recognises how crucial volunteers are to the success of Indigo and hopes to find ways to encourage more volunteering as well as developing ways to more formally recognise the invaluable contribution that volunteers make.

Financial Report Annual membership Subscriptions

The annual subscription for membership remains at £10, with any subsequent members from the same family at £5. We currently have 85 members registered with the organisation.

Workshop Activity Contributions

We intend to maintain workshop contributions at the £2.50 per hour rate this year, and hope not to have to make any further increases in the near future. Subsidised rates for those on low income remain @ £1.50 per hour. This is also the case for additional workshop members from the same family, where one is already paying full price, and for the family member doing the least number of workshop hours. This has helped alleviate the financial burden on those with a number of family members attending.

Payments continue to be divided into 3 equal amounts over the year, based on a 33 week year. Those unable to pay a term in advance are offered the opportunity of a payment card which enables payment of an amount they can afford each week, until the total amount due is met.

Accounts

The following summary is based on information currently to hand. The final accounts for 2012/13 are scheduled to be completed in the next couple of months and audited by Anne Smallman, they will be available for inspection on

our website, and on the Charity Commission website from Feb 2014.

Trustee Account Summary to 31 March 2013

Income this year: £16,371

Expenditure this year: £16,124

Projects Accounts Summary to 31 March 2013

Income this year: £20,713

Expenditure this year: £22,309

Please note that general charity income is made payable to the Trustees who then allocate it to the projects team for initiatives during the year. This includes membership donations, fundraising and grants.

Income donated directly to projects, or generated by projects will be paid directly in to the projects account.

You will note from the above trustees income and expenditure, that nearly all the income was transferred across to the Projects Account to fund activities and events.

A breakdown on how this money was allocated can be provided, and will be incorporated in to the accounts for audit.

Our last audited accounts from 2011 – 2012 are available on the Charity Commissions website for perusal. Should anyone wish to see hard copies then please let us know and they will be provided for you.

It is evident from the analysis that once again this has been a 'lean' year in terms of charity income, which has been affected by a continued fall in audience numbers, workshop participants and the fact that we have done fewer performances due to staffing capacity, lack of performance space and continuing uncertainty about the future! Although due to balances carried forward, we continue to break even, it is evident that the money being brought in during the twelve month period, is not currently equal to what is being spent, and that we are going to have to tighten our belts if fundraising doesn't improve. The uncertainty of the times has continued to limit our grant applications during this period.

This has had a major impact in terms of the numbers of voluntary hours put in by all of the professional staff team, where project funding has not been available to pay them, even for short term projects, and it must be said that Indigo is extremely grateful for the dedication and commitment they have shown to the organisation.

This year has however provided some positive development in terms of provision, with the addition of O25, and promises future development in terms of projects which should help to restore our usual – more healthy looking balance sheet!!

Projects Team Report Provision Musicmaker

Musicmaker continues to be a very successful part of the organisation, and a flagship for Indigo arts in terms of what members are achieving. Both groups remain small given that the inability to do any real long term planning has slowed down recruitment, and although new people did start, a few of them dropped out due to travel issues, and commitment to shows.

We have also started to see a trend in older members dropping out when they reach exam years, which has not previously been an issue, and something we would not encourage, as singing & music in general is statistically proven to be very beneficial at such times. We hope this is a temporary blip, and won't continue as it distorts the age balance of those involved.

Commitment to performance has also proved a problem with a higher number unable to make events than previously, obviously with a small group this has a massive impact on what can be achieved by Indigo.

This year, with confirmation of our use of Kingsley and an ability to plan for the future, should provide us with the opportunity to build upon what is a very strong core group!

Recruitment of boys is still a major priority.

The groups remain at around 20 in each.

Performance: Once more we have undertaken substantially fewer performances than usual in 2012/13 – due to the lack of a main performance space, and the inability to go for grants due to the uncertainty of what was happening with Kingsley in the earlier stages.

The end of the year saw us doing smaller, fundraising events at Blackwell Club and Café Nero as well as appearing in The Kingfisher Shopping Centre Christmas Light Switch On, and Forge Mill's Christmas Fair. Our main Christmas Party and show took place at the White Hart and included all groups, in a song and dance party, which thoroughly entertained an appreciative, and large audience!

The beginning of 2013 brought additional problems in terms of organising performance, with the ill health of both Project's Director, Cathy & Music Director Malcolm, putting things on hold for a while. It was decided to aim for the main performance in May to be held at Forge Mill, where we would once again create a theatre space in which to create a show featuring musicmaker, minimusic and Take 2. Unfortunately Malcolm's health didn't improve sufficiently to undertake the show, and for the first time ever the group performed without him leading the band, and playing the keys. Indigo was very grateful to Nicola Walker for stepping in and working with Indigo through a very difficult period, which played no small part in pulling together a great show – A World of Music, which genuinely demonstrated the determination and commitment of all performers, and an amazing Indigo team, that the show would go on, and quality would be maintained, no matter what was thrown at them! Indigo was also touched and eternally grateful to all the past members and friends of the group who rallied around to keep the show on the road, during this very difficult period. Once again we managed to all but sell out two nights to a very appreciative audience, who had no idea of just how touch and go it had all been!!

We also did a second fundraiser at Caffé Nero, and continue to be grateful for the support they have shown us during the year.

Our first performance at Forge Mill Farm Day had to be cancelled due to the Health problems both of Malcolm and Cathy & a number of performers. Subsequently scheduled performances at their 40's Day and Farm Day were then cancelled due to errors made by the person covering our usual contacts maternity leave. So other than our main performance being held there, we have appeared little at Forge Mill this year.

Musicmaker also joined the new adult group O25 for two of their informal performances at our centre, and joined them in 'Our Big Gig' performances at the Band Stand in Redditch Town Centre and at the Morton Stanley Festival in August.

Staff: Workshops continue to be staffed by Cathy Moss, Brett Elesmore, Malcolm Carlton & Molly Moss leading workshops, although Malcolm is doing less than previously, and joining workshops close to performance for rehearsal, rather than on a weekly basis. Workshop support is provided from Alison Barnes, Dorothy Carlton, Ellen Traves & Sue Pettifer. Older and more experienced members of musicmaker provide regular support to the Monday workshop, as well as supporting individuals from the Thursday workshop. This year we have also welcomed Katherine Savage to the musical team to help support musical development for performance. Tech team are Susan Hope and Jamie Poxon.

As usual we are always on the look out for people who can provide us with support in workshops or on the admin team.

Funding: We have had no funding to support musicmaker specifically this year. The bid to Youth Music was delayed due to the uncertainty of workshops being able to continue in their current form, and negotiations with Kingsley being ongoing. We hope to be able to proceed with this now.

Minimusic

Due to continued low numbers and erratic attendance in minimusic, the workshop has now been incorporated with Monday Musicmaker, to give those who have been with us for a while the chance to progress. The group work both with Monday group, & on their own material, with the option of working in a separate room with their own leaders who support them throughout the workshop. Participants are able to leave after the first hour, but many elect to stay!

The arrangement has proved very successful with regular participants progressing well, and involving themselves wholeheartedly in whole group performance as well as their own.

Performance: Minimusic have been involved in fundraisers at Caffé Nero, The Christmas Party & Show at the White Hart, Forge Mill's Christmas Fair, Indigo's main show "A World of Music" in May and at Morton Stanley Festival.

Staff: In addition to Musicmaker leaders, the group are led by Claire Stanway and Alex Collins.

Administration and support for this workshop is provided by Monday musicmaker admin volunteers – Sue Pettifer and Lyn Wilmott.

Funding: There has been no specific funding for minimusic this year.

IndigoCo

IndigoCo continues to recruit from those members who are 16+, and has extended its work to those approaching 16 for local events. Due to the limitations on performance this year, ideas to develop an IndigoCo musical were scrapped, but we are looking to continue their work over the next year, and encourage those who want/and are able to commit to more performance across the community – and hopefully back to Edinburgh, having had to give the Fringe a miss once again this year.

Take 2

Take 2 continue to go from strength to strength, and we have had to put a halt on numbers and start a waiting list! The group continues to develop in confidence and bring a range of ideas and activities of their own to both workshops and productions.

The group continues to remain at a steady 17 on the register, and we simply cannot take any more on due to the limitations of the room. If demand continues we hope to develop a second group.

We continue to seek more opportunities for the group to take their talents further afield and to a wider audience. As with the other groups we hope they will be able to put together small performances which can be taken anywhere.

Performances: Take 2 performed in the Christmas Party and show at the White Hart, and at the Forge Mill "World of Music" production.

Staff: Emma Ford continues to lead the group, and remains fiercely passionate about her work with the learning disabled, developing extended work of her own in this field. Sarah Nicholson continues to provide support to the group, and to develop and create ideas with which they can work. Sarah is also exploring opportunities to develop the work we do with the learning disabled, and to extend what we have to offer to a greater number of people.

Anna Boyd continues to undertake the admin and support for the group, and supports workshops alongside Corrinne Rees, the carers and support assistants of those attending.

Funding: Take 2 benefited from £300 of funding by the Harry Payne Trust, for 3 easy to use video cameras which they could use to create multi media work, and review their activities.

We were unfortunately unsuccessful in gaining any funding from Redditch Borough Council grants this year.

O25

Following great demand for us to start an adult singing group, Indigo finally succumbed in February this year with the launch of the over 25 group – aptly named O25.

We were amazed to find so many people coming through the door for the two taster sessions, and are really pleased to have sustained a regular group of 35 very enthusiastic singers!

Progress has been speedy and impressive, from a great bunch of people and we look forward to seeing them go from strength to strength!!

Staff: The group is led by Indigo's Music Director, Malcolm Carlton, with support from Cathy Moss, Dorothy Carlton, and Susan Hope and Jamie Poxon on tech!

Funding: O25 was set up using funding from the Community First Panels from the Community Development Foundation. The grant received was for £1929, which will help cover costs for the first 9 months of the project.

General Staffing

Once again Indigo has benefited from a strong and determined, but small staff team, who have driven the work of the organisation through another difficult and trying year! We cannot emphasise enough just how grateful we are to all those volunteers who have given up time and effort to see the work of Indigo through to a successful conclusion, particularly in the light of the health problems of two key members of the staff team, which literally took them out of action for several months!

Coping with such major issues in staffing this year has certainly brought to the fore the absolute necessity of recruiting more regular volunteers and paid staff to the organisation, and finding the funding to enable this to happen.

We particularly need regular musicians and band members, and are looking at this as a specific development to include in the Youth Music application. It is vital that we have people we can rely on to be there, and to share the work involved in our extensive performance programme.

The growth of administration continues with the development of provision and the need to secure more funding by diversifying in terms of activities – this is another area where we need to find those ready and able to take on long term responsibilities.

The loss of our regular performance space has meant that all performances now require the transportation and setting up of vast amounts of equipment, making preparation laborious and physically demanding, as well as time consuming. A team of roadies, is therefore fast becoming a necessity!!

The increasing demands and workloads of our regular leadership team, is putting excess pressure on those individuals in order to cope with running a charity in the current climate, these people need as much support as we can achieve if the organisation is to survive.

Huge thanks must go this year to Nicola Walker, Marcus Maries, Jamie Walker, John Fennel, Katherine Savage, Carly Goodman, Dave Pettifer as well as our regular team of volunteers, trustees and project staff – for stepping in to the brink and saving the day on a number of occasions, as well as to the workshop members who have taken on so much responsibility for ensuring that the show must go on!!

Promotion

We have issued new general promotional leaflets for Indigo this year as well as the O25 leaflets done to launch the new group.

Take 2 promotion was undertaken at an event for organisations working with learning disabled post school, held at Pitcheroak School.

Advertising was taken out at the beginning of the year to raise our profile alongside the launch of the new O25 workshops. We also advertised in Astwood Bank Carnival's magazine.

We continue to provide regular press releases linked to shows & activities.

The website development was put on hold until we were certain what was happening to Indigo workshops and activities in terms of the arrangements with Kingsley. We hope to get the new site up and running as soon as possible.

Storage

We continue to have the unit at Astwood Bank, as well as having access to storage cupboards at Kingsley. There is a great deal of pressure on this currently, and equipment isn't always easily accessible. This should ease once we can get things set up at our Kingsley base as we would wish.

Fundraising

Fundraising is becoming a massive priority as grants become harder & harder to access, & we are now having to pay for our Kingsley base, & places to perform, so there is much greater demand on our income.

Indigo Hearts meetings have become regularly attended on the first Tuesday of every month, but generally by those already working as trustees or volunteers with the organisation. We are hoping to extend those involved, and encourage people to volunteer to run a series of small events across the year, which raise funds for us. Please look out for information from the Indigo Hearts team.

Major grant applications this year were all delayed until we could firm up our arrangements with Kingsley in terms of the deal on the building.

Graham Walker's Quiz Night went exceptionally well, & was thoroughly enjoyed by all who attended – we are very grateful to Graham and Nicola for all the work they put in, and are looking forward to making them a regular event at Kingsley.

Fundraisers at the White Hart and Blackwell Club have proved very successful, and we are grateful to Blackwell Club for leaving our collection boxes on their bar, and keeping the donations coming in!

We are particularly grateful to the team at Caffè Nero for the great fundraising events run there. It has been wonderful to work with the team and their customers – who have also turned up at other events to give us support. This year we have also received private donations of £150 and £400 from Astwood Bank Carnival, we are very grateful to all those who have contributed by putting money in our fundraising boxes at events. We attempted to get involved in the online voting for the Direct Debit Big Break – but unusually found it difficult to secure votes.

This year we need to specifically raise funds for the space rental of £4000, a new keyboard - £2000, a vehicle so that we can transport equipment easily - £3000, as well as funding to make the space what we need it to be to function, and activities throughout the year. We hope everybody will get behind us to keep the funding coming in!

Sponsorship

Citroen continue to support us with a regular supply of vans when we need to move equipment. Under current circumstances this is becoming a very regular occurrence, and we thank them wholeheartedly as we would be very stuck without their support.

The Future - Update

Indigo's future continues to be in the balance, but after a very unsettling period, where negotiations with Kingsley were not going to plan and we looked like we were going to lose Thursday evening sessions, as well as delays being able to get back in to start this year due to maintenance issues – it does now finally look as though things may be moving forward!

We now have use of Kingsley every day, following school end, so can look at developing more activities and working with more partners. All this will very much depend on access to funding, with the hire of the building eating heartily into any income we gain from regular provision. This will provide us with no contingency to subsidise any of our regular activities, and it is therefore going to be essential that we build on income generation to survive.

It is also essential that we recruit more members to regular workshop activity in order for us to maintain the current rates.

Falling numbers impact severely on our very minimal income, not only in terms of membership fees and workshop donations, but audience numbers, ticket sales, raffles, bar profit – etc. The knock on effect is a lot more marked than people probably realize!

Profile building, word of mouth promotion and encouragement of wider audiences is going to be a vital part of our growth in the future – it always has been, but has fallen off in recent times, simply because the job has got harder in the current climate! It must be remembered that we struggle even to break even for every show we put on at the moment – if we are to continue to deliver to the high standards for which we are renowned in the future, we need to encourage more and more people to buy tickets, it is important that every member of Indigo is out there selling – whether it be for shows or fundraising events. It has become very apparent in recent times that people sometimes seem to forget we are a charity, and that is the only way that we manage to deliver what we do, at the professional level on which we pride ourselves. Many of our members are out there raising money for all sorts of charities – but not ours – don't forget us just because we are on your doorstep. At one time we were even told by one of our workshop members that they couldn't do a performance because they were involved in a charity event . . . I am sure you can understand how frustrating such a comment would be to us!

Hopefully this coming year will be the one in which we can finally move forward and put together grant applications having finalised the planning necessary, but for that we really do need the commitment to the organisation from a whole range of people and partners in very unstable times, it's a big ask, but we think Indigo is deserving of the plea!

Feedback and Evaluation

We always welcome your feedback, comments & ideas. Email us @ enquiries@indigoarts.org.uk, or on facebook.

