



## AGENDA

### Community Arts Penicuik (CAP) AGM 2026

Date and time : Thursday 11th June at 7.30pm

Venue : St James the Less Church Hall, Broomhill Road,  
EH26 9EE

ITEM 1 APOLOGIES

ITEM 2 THIS IS THE FIRST CAP AGM SO THERE ARE NO  
PREVIOUS MINUTES

ITEM 3 CHAIR'S REPORT

ITEM 4 TREASURER'S REPORT

ITEM 5 APPROVAL OF ACCOUNTS

ITEM 6 MEMBERSHIP REPORT

ITEM 7 EXHIBITIONS REPORT

ITEM 8 EVENTS REPORTS (concerts, storytelling, groups)

ITEM 9 ELECTION OF BOARD MEMBERS

Susan Owen, Jackie McDonald and David Owen are due to  
stand down from the Board.

David Owen is willing to be re- elected

Other nominations for the CAP Board

ITEM 10 Voting for election of Board Members

ITEM 11 AOCB - Launch of CAP Arts Bursary

END OF MEETING

SOCIAL CELEBRATION

## Community Arts Penicuik (CAP) AGM REPORTS

11th June 2026

### CHAIR'S REPORT: Sue Owen

First, I would first like to thank CAP members and friends for their support this year. I think it's been demonstrated that a Community Arts organisation is indeed needed and enjoyed in Penicuik, with or without an Arts Centre.

- i. Operating without an Arts Centre: It's been sad and sometimes difficult not to have our own exhibition and performance space. But running exhibitions and their opening events, and other events in community spaces has been beneficial to our hosts and to ourselves. We feel we are more visible in the community.
- ii. The CAP Board this year comprised six Trustees: myself - Chair, Events Organiser and Promotion and publicity; Carol Mann (Treasurer), Amanda Airey (Secretary), Morag Donkin (Exhibitions organiser), Jackie McDonald (Exhibitions and Events organiser), Dave Owen (support with all activities). In addition, Rebekah Dyer is our ex-officio Membership Secretary and we value her work for us.
- iii. Since acquiring its official OSCAR SCIO status on 4th March 2025, the Board has met on eleven occasions. A Pre-SCIO committee also met twice before the SCIO status was achieved. I'd like to offer many thanks to the Board Members and to Rebekah. It's a strong team - all members are supportive, active, helpful and willing to lend a hand where needed.
- iv. As a final farewell to PCAA, Archives of PCAA minutes, exhibitions and concerts posters are now held by Midlothian Document Services.
- v. Carol Mann will provide a finance overview - just to say briefly here that in the absence of a building to run and maintain, our position is healthy.
- vi. The Exhibitions team will report separately - but overall it seems to be a very successful collaboration with Storehouse. There have been a few glitches to resolve, but both CAP and the Storehouse are determined to continue to make these exhibitions successful.
- vii. The Events report will be given later, but in summary, we have organised and hosted five concerts and two storytelling events involving professional musicians and performers. We also organised and hosted a successful Penfest over a couple of weeks last September. We have deliberately kept activities at a fairly low level while we navigated our first

year with a reduced number of Board members, and without our own premises.

- viii. Promotion of events - while we found that most people seem to hear about events by word of mouth, the word has to start somewhere - so all events are publicised by monthly email newsletter, occasional extra emails, posters in the Storehouse, Pen-y-Coe Press, the old noticeboard cabinet outside 4 West Street, and the library. Also elsewhere in town. Events are also promoted on Social media.
- ix. CAP groups : The Yarn Group and Music Group are still going strong. The Music group attracts up to twenty attendees at each meeting, and it contributed to the Penfest folk evening. The group has recently performed at Broomhill Day Centre, and has been invited back. The Yarn group attracts a similar number of attendees, averaging about sixteen. The group enjoys the relaxed creative social time together.
- x. CAP website: Maintenance of the CAP website is much more streamlined. Online ticket sales are via our website shop which links to the Ticketsource provider. Monthly newsletters are distributed by Mailerlite. This is straightforward and reduces the chance of landing in junk email.
- xi. OSCR administration:: We try to keep up to date with Charity Law and receive regular communications from OSCR and SCVO. As a SCIO (Scottish Charitable Incorporated Organisation), we must adhere to regulations and keep records and paperwork up to date.
- xii. Once again, on behalf of the board, I thank all CAP members and friends for their support. Membership is needed and valued demonstrating the need and support for the arts in Penicuik and district. We also thank everyone who's helped in any way this year, particularly Florance Kennedy and Rick Smith who have given invaluable help at several events.
- xiii. RETIREMENTS FROM THE BOARD

Both Jackie McDonald and myself are retiring from the CAP Board at this meeting. We have both served for a very long time on the PCAA committee, and have both seen Community Arts Penicuik through its first year.

Jackie became a PCAA member many years ago and became PCAA Chair in (we think) 2012. She served as Chair for seven years until November 2019. I then took on the Chair's role and Jackie was a very supportive, active and helpful secretary for several more years. During her time as Chair and Secretary, she also organised the monthly exhibitions in the cafe for some of that time, though Jenni Thomson also took on that role

for a while. Jackie continued the role of Exhibitions organiser until she handed over to Morag Barry during the early months of CAP.

Jackie also organised the Penfest Open Exhibitions for the Turner Prize year after year - and she initiated the People's Choice Prize - commissioning Jan Miller to make the trophy.

On top of that, she organised and ran many wonderful Burns Suppers and many concerts. The last concerts that Jackie organised were the very significant, memorable and highly enjoyable Coal Town Days concert which was the very last event at the Arts Centre before it closed, and then the first CAP Penfest home-grown talent concert in September 2026.

This was all in addition to developing her own talent and skills as a fantastic artist, running and taking part in the Sketchers Art Group - (which is still going, but as an activity independent of CAP).

The Arts scene in Penicuik has benefitted hugely from Jackie's long-term quiet, efficient and very effective efforts and the whole of the organisation is indebted to her.

As for myself, I joined the PCAA organisation I think in 2007, and joined the committee a couple of years later. I was treasurer for three years, secretary for a number of years, and Chair since November 2019 - continuing that role in CAP's first year.

It's been a roller coaster ride as Chair. My term of office has seen us through Covid with "at home" community art projects, online Penfest events, Zoom concerts, storytelling and ceilidhs and even a Zoom Burns Supper organised by Jackie, I've also had to "steer the ship" through the very welcome but somewhat disruptive Penicuik Heritage Regeneration Work on the Arts Centre (involving many meetings with contractors, and many associated building issues and crises!). I then had to take us through the heartbreaking time of vacating the Arts Centre (which nobody wanted to happen), then winding up the PCAA, and finally through the more up-beat first successful year of Community Arts Penicuik.

In approximate figures, during my seven years as Chair of PCAA and CAP, supported by the board I think I've organised and run around 40 concerts, 40 storytelling events, about 60 Penfest and special celebration events, 15 Community Projects (Art, Singing, Poetry, and the Paper Portraits Film project), more than 90 CAP Music Group meetings, and approximately 55 Committee or Board meetings. Personal highlights are the the Pentland Voices poetry book project just after lockdown, and the Paper Portraits film.

I think it's important to point out to potential new Board members that I took on three different roles during my time as Chair - the Chair's role itself, Events organiser and Communications/Promotions. Any new Board member will not be expected to take on so much!

I've had some wonderful times with some wonderful, interesting and talented people and I will certainly miss it, especially the wonderful feeling of seeing a room buzzing with happy people of all sorts, enjoying a concert or other event that I've organised. That really is special. But it's time for me to move on and make way for something new for CAP and for myself. I'm glad and relieved to be leaving CAP in a very healthy and active state in the very capable hands of the remaining - and new! - board members.

### **TREASURER'S REPORT: Carol Mann**

The year end shows a Net Profit of £20502

This results primarily from the transfer from PCAA of £14473

Other income contributing towards the Profit results from

Grant from Chamber Music Scotland £2000

Generous donation from Art Exhibition D Owen £1000

Membership Fees £1505

Exhibitions continue to generate a small income and some concerts returned a breakeven/profit

Expenditure has been minimum this year due mainly to the reduced programme of events and activities.

There are no significant concerns regarding the following year's commitment.



Community Arts Penicuik

**SC054024**

2 Friarton Gardens

Penicuik

Midlothian, EH26 9HG

**PROFIT AND LOSS FOR PERIOD 01/03/2025 TO 31/03/2026 (13 MONTHS)**

<b>INCOME</b>	<b>£</b>
DONATIONS	1225
EVENTS AND CONCERTS	172
PENFEST	734
EXHIBITONS	1558
GRANTS- CHAMBER MUSIC SCOTLAND	2000
GROUP FEES	2375
MEMBERSHIP FEES	1505
PAPER PORTRAIT SALES	160
TRANSFER PCAA	14473
BANK INTEREST	21
<b>TOTAL INCOME</b>	<b>24223</b>
<b>EXPENDITURE</b>	
BANK CHARGES	60
INSURANCE	141
ONLINE SALES CHARGES	278
VENUE HIRE	1653
REFRESHMENT COSTS	128
SCOP PROJECT	557
STORAGE COSTS	200
WEBSITE MAINTENANCE	585
SUNDRY EXPENSES	119
<b>TOTAL EXPENDITURE</b>	<b>3721</b>
<b>NET INCOME FOR PERIOD</b>	<b>20502</b>
<b>CASH IN HAND YEAR END</b>	<b>331</b>
<b>BALANCE AT BANK YEAR END</b>	<b>20171</b>
	<b>20502</b>

## **MEMBERSHIP REPORT: Rebekah Dyer** (membership secretary)

Thank you to all our members for your support and involvement in CAP's inaugural year. Every membership we have received since CAP began has been so encouraging to me and to the board. We are very grateful to the Storehouse for keeping a supply of CAP membership forms, and to Pen-y-Coe Press for serving as the designated drop-off point for completed membership forms and payments.

From a membership standpoint, we had a strong first year with almost 100 members, many of whom had been long-time members of PCAA in years gone by.

For the 2025-26 membership year, we had a total of **93** members:

- Standard rate: 80 members
- Pay Less rate: 13 members

For the current membership year (2026-27), we have **57** members at the time of writing:

- Standard rate: 49 members
- Pay Less rate: 8 members

Compared with the 2025-26 membership year, this year's membership numbers are not quite as strong, though we are hopeful the number may gradually increase over the coming months as people engage with CAP events, activities, and newsletters. We are an organisation made up of our members, and it is only through the ongoing support and participation of our members that CAP will thrive.

If you are interested in joining CAP, or you were a member last year but haven't yet renewed, please do so! You can buy membership online at <https://www.penicuikarts.org/shop/> or by using a paper form.

Thank you again to all our members and supporters for your investment in the arts in our vibrant and talented community.

## **EVENTS REPORT: Sue Owen**

- i. Concerts: We received Chamber Music Scotland funding to contribute to the expenses of six concerts: Northcott, Caird, Smith with traditional style music - both ancient and modern, Ailie Robertson on Harp, The Carlops Jazz Band, the Bruadar Duo playing guitar and flute, and the Gentle Shepherd from Opera Caledonia. These were all highly enjoyable and wide ranging in style and genre with good attendance. Unfortunately the last concert (the JKL Duo) was cancelled due to one of the musicians' family bereavement.
- ii. Storytelling: we organised and hosted two storytelling performances, which were financed by CAP. Our "resident" professional storyteller, Ruth Kirkpatrick performed, accompanied on one occasion by her partner, Ron Fairweather, and on the other occasion by Colin Urwin, a storyteller from Ireland who she'd collaborated with on a special project "People of the Sea". These were both very enjoyable and well attended afternoons.
- iii. Penfest: The Board collaborated to put on an Open Exhibition with a difference - Morag Donkin will give more details. Studios were open both weekends of Penfest, and a special exhibition "Out and About" was shown in the Town Hall. We also enjoyed a concert from The Amazing Carlops Jazz Band, and another concert from local musicians. There was a Penfest Screening of the "Paper Portraits" film at the Town Hall Cinema run by the PCDT, and the two weeks were rounded off by the Festival concert from the Penicuik Community Choir.

## **EXHIBITIONS REPORT: Morag Donkin**

The exhibitions team has been reorganised, now being lead by Morag Barry, who operates local art groups in Penicuik as Morag Donkin. Jackie McDonald is retiring from the board and has handed over the responsibilities earlier in 2026. Thank you Jackie for all your work that has made it much easier for your successor.

The Exhibitions team has been running exhibitions in 2 month blocks. The Storehouse has graciously allowed us wall space in their premises, with CAP organising and hanging exhibitions.

We were able to host the Penicuik Turner Prize, albeit a mini Turner, where participating were asked to submit 6×8inch pieces. It made for a colourful, compact display. Jane Kelly was the judge and Jenni Thomson won the Turner. David Owens was awarded people's choice. The exhibition was manned by volunteers and was deemed a great success by the Storehouse, who really enjoyed the event.

We have had some wonderful exhibitions and very decent sales. The commission for work sold is split equally between CAP and the Storehouse, with no rent to pay, so is generating a modest income with little to no expense.

We have also invited all CAP members to sell greetings cards with us at the Storehouse, as we have shelf space available.

Being at the Storehouse has meant we have to hang shows quickly and efficiently, as we are limited to quiet times for the cafe but unable to access out of hours. We are also having to be mindful of making sure our events are within their operating hours but not at busy times. There has been conversation to best manage this marriage, but we look to keep the arrangement mutually beneficial. We are very grateful and thank the Storehouse for use of their space.

The calendar for exhibitions is full until May 2027, but I would encourage anyone interested in exhibiting to get in touch. We are hosting the mini Turner prize competition again this year and will be having a CAP open exhibition November 2026. All CAP members will be welcome to submit work for a mixed show: details to follow.