



Annual General Meeting
6.30pm Monday 17th November 2025
Pop-Up Fulham Broadway

Committee Members:

Rowena Vaughan	Chair	Vacant (Zahi covering)	Treasurer
Sylvie Jolie	Potters' Chair	Briony Watson	Membership Secretary
Lucy Strathon	Exhibition Co-ordinator	Anarkali Check	Exhibition Assistant
Catherine Phillips	Marketing & Social Media	New committee member to be confirmed (Briony Watson – acting)	Workshop Co-ordinator
Martin Burrough	Plein Air	Vacant	Newsletter (on Line only)

Minutes of Meeting:

Apologies for Absence: Sylvie Jolie, Zahi Masri, Anarkali Check, Martin Burrough, Isabel Wooller, Faylene Haskins, Catherine Kenny and others

Attending members:

Greta Chaffer	Bels Watson	Felicity Guille	Mary Ashby
Margaret Martin	Lucy Price	Catherine Addison	Tony Hannaford
Sena Shah	Hazel Soan	Hazel Leach	Madeline Morrow
Phillippa Seebohm	Amanda Fredman	Peter Evans	Tessa Vaughan
Elizabeth Allen	Karin Perrin	Natalia Kivi	Caroline Silver
Kathy Tidman			

Total attendees – members + committee = 25

Minutes

1. Minutes of Last Meeting

- Proposed: Peter Evans
- Seconded: Greta Chaffer

2. Matters Arising

None

3. Chairman's Address / Report -

'Good evening and a warm welcome to the Annual General Meeting of the Society of Fulham Artists and Potters. For those visiting the Pop Up Gallery for the first time, I hope you've had a chance to explore the space and enjoy the work on display.

Before we begin, please ensure you've reviewed last year's minutes and the financial accounts. If there are any matters arising, do raise them now. May I have a proposer and seconder to approve the minutes as an accurate reflection of our previous AGM?

- **Housekeeping**

In the event of a fire alarm, please take it seriously. Practice alarms occur Tuesdays at 10am. Should the alarm sound, exit via the rear staircase—committee members will guide you. Do not use the escalators or lift. We'll reconvene across the road.

- **Year in Review**

2025 has been a transformative year for SOFAP, marked by new spaces, events, and collaborations.

- **The Pop Up Gallery**

We launched the Pop Up Gallery here at the former Pizza Express in February—a bold and exciting venture. Special thanks to Amanda Fredman for her unwavering support in bringing this vision to life. After many rejections from landlords, we were introduced to The Artists Window, a charity that repurposes vacant retail units for creative use. Thanks to them, we secured this space with minimal obligations—which we've far exceeded.

In just nine months, we've sold over £16,000 worth of art, cards, and ceramics—a remarkable achievement and testament to our members' talent.

- **Expanding Our Footprint – The Arts Space**

In July, The Artists Window offered us a second space—the former Yo! Sushi unit—now used as a photography studio, theatre rehearsal venue, and soon, an exhibition space for members Lucy Price and Kim Karmozyn's "Fire and Ice," opening in 10 days. Please do visit.

- **Future Collaborations**

We're in talks with the Visual Artists Association Events (VAAE) to participate in a London-wide Open Studios event in September 2026. More details to follow.

- **SOFAP in Shanghai**

This has gone slightly quiet, but we are working on it. It's quite ambitious for such a small Society but should we pull it off, what fun and how amazing that would be!

Exhibitions and Events

- **SEACC:** Now in our third year, footfall and sales continue to grow. We've secured the Open House weekend for 2026, which should boost visibility. I'm exploring the idea of inviting other makers to create a festive atmosphere.
- **Library Exhibitions:** Given rising costs and our expanding calendar, I propose we hold just one library exhibition in November. We'll discuss this further under AOB.
- **Art in the Park:** Held during Fulham Pier's opening weekend, this event drew strong crowds and sales. It's a community favourite, and I'd love to explore similar events in other local parks.
 - **Fair on the Green:** A one day fair on Parsons Green, not many sales, we do this to raise the profile of SOFAP, but I am wondering if it is worth the effort, I would like to discuss this in AOB.

Treasurer and Finances

Thank you to Zahi Masri for continuing as Treasurer despite stepping down last year. I'm currently interviewing candidates with bookkeeping experience. I'd prefer not to engage an accountancy firm unless necessary. Zahi, if you're willing to stay on a bit longer, it would be greatly appreciated.

To support professional financial oversight, I propose raising the annual membership fee to £50. This increase will help cover auditing and payment services, and I expect to maintain this rate for several years.

Workshops and Professional Development

Briony will share updates on workshops, including plans to vary timing and locations. Lucy, Anakhali, and Catherine have been working on YouTube shorts to support member professionalism. We attempted an Instagram workshop, but low turnout led to cancellation—we may try again. There will be a series of 4 talks this winter from members starting in the New Year. Hazel Soan has had to cancel her talk in November due to family issues, but will be speaking in the spring.

Communications and Community

- **Newsletter:** Now fully online and written by yours truly. I'd love to hand this over to someone with a flair for writing and proofreading—volunteers welcome.
- **Social Events:** Relaunch evenings at the Pop Up have been wonderful opportunities to connect. Our next event is here at the Pop Up in January—please join us.
- **Membership Growth:** Thanks to our increased visibility, membership has grown by 35%. Briony will share more details shortly.

Volunteers Needed

To keep our momentum, we need more hands. I propose forming small teams for each event:

- Library Exhibition
- Outdoor Events (Art in the Park, Fair on the Green, Christmas Fairs)
- Pop Up Gallery
- SEACC

With more people involved, the workload becomes manageable. If you can help—even in a small way—please let us know.

Reflections and Thanks

Looking back at last year's vision, I'm proud of how far we've come. We've raised SOFAP's profile, expanded our reach, and built a stronger community. None of this would be possible without our dedicated committee: Lucy Strathon, Briony Watson, Anakali Check, Catherine Phillips, Martin Burroughs, Sylvie Joly, and Zahi Masri. Your hard work and passion are the backbone of this society.

Let's offer them a well-deserved round of applause.

*I'll close with the words of Helen Keller, which is true of this Society and anything that is collaborative:
"Alone we can do so little; together we can do so much."*

*Thank you all.
Rowena*

2026 subscription fees are rising to £45 (not £50)

1. Secretary/Membership Report – Briony Watson

- **Positive Membership:**
- 17 members resigned
2 members died – Kate Pestowska who was a committed member of SoFAP, helped as much as possible especially with the flowers at the exhibition and a very talented painter + Frances Stainton (honourary member)– attended art school in Florence in the 1950s, Major of LBH&F twice and through her, Greta & Martin Chaffer were able to hire the Library for exhibitions, for free.
- **New Members**
- 80 new applicants for membership (£35)
- Although:
 - 4 were turned down as lived too far away or were crafters rather than artists
 - 14 did not take up their offers
 - Therefore – 57 new members this year
- How did they hear of SoFAP:
 - 16 people from Fulham Broadway Pop-Up
 - 15 - By Word of Mouth
 - 14 - through existing members
 - 6 - through exhibitions (SEACC, Library, FOG & Park)
 - 5 Social Media
- **Subscription Payment**
- Implemented GoCardless for collecting subscriptions which is working well and means the increase in subscriptions in 2026 will be painless
Those paying membership by standing order will have to notify their bank and cancel/reinstate at the new amount – an opportunity to organise direct debit
- **Membership a bit spread out** – Prioritise local artists/workers first, then neighbouring councils
- Membership in good health

2. Treasurers Report – Rowena read out on behalf of Zahi (can this be added here)

'Valued members,

I hope you are enjoying the current rush of events and activities, with SoFAP's many exciting exhibitions and popup events taking place in different local venues.

Below is a summary of our activities for the year 2024.

Membership Subscriptions:

Our total members' net subscription contribution for the year was approximately £5000. £180 was refunded for a few memberships' cancellation and for duplicated or surplus payments made, due to increase of cost of subscriptions from £25 to £35.

Summer Exhibition June 2024:

£2,047 Member entry fees

£9,000 Total Art sales Cards

£1,780 for costs of preparation including: Banners, Flyers (design, catalogue, Posters, prints and setting up incidentals)

£,1550 Cost of Hall hire

£400 Cost of Private Viewing evening wine bar

As a result, we recorded a loss of £65 only.

Fair on Green event July 2024:

£909 Total art sales and admission fees

£980 Artist refund and cost of setting up including site hire, transport and incidentals

As a result, we recorded a loss of £70.

Friends of Bishop's Park Exhibition July 2024:

£1450 Total art sales

£1929 Paid for Artist refund and cost of setting, and a contribution of £250 made to Friends of Bishop's Park by SoFAP

As a result, we recorded a loss of £470.

SEACC Exhibition September 2024:

£588 entry fees including:

£2415 Total Art sales

£3705 Cost of preparation including: Banners, Flyers & Leaflets design and distribution, and Private Viewing wine bar

£3830 Paid for installing the hanging system Resulting in a loss of £4,710.

Winter Exhibition November 2024:

£2970 entry fees

£9000 Total Art sales including cards

£1150 Cost of preparation including: Banners, Posters, Leaflets, Catalogue and setting up incidentals

£350 Private Viewing wine bar

£1911 Hall hire including AGM evening hire

Resulting in a profit of £1000.

Workshops:

£2620 Admission fees

£1717 Cost of Tuition fees, and

£365 Venue hire, the Ranelagh Sailing Club and St John's Church

As a result, profits of £360 were recorded.

And finally, our annual running expenses for the year were as follows:

£1500 Annual storage facility

£828 Newsletter costs

£374 Office expenses including: stationary, stamps, envelopes etc...

£255 Annual insurance

£3365 Website maintenance, development and improvement

£95 Dropbox subscription

Our balance on the 1st of January 2024 was £19,970, and £14,440 on the 31st of December 2024.

Our current Bank balance is roughly £21000.

I am very pleased to confirm that SoFAP's finances are stable and well-managed.

Thank you!

Zahi

3. Election of officers

4. Report

Marketing and Social Media – Catherine Phillips

- Catherine introduced herself to the members as the new committee member overseeing the marketing and social media for the society – building on agenda set out by Izzy and Sena before
- She is building a Marketing Strategy
- Next idea is to create an advent calendar on Instagram so asking all members to send her any snowy themed pictures
- Catherine carried out a survey during the exhibition asking people to put discs into labelled up pots asking people how they heard about the exhibition. The most common was by word of mouth and the leaflets

Exhibitions

a. 3D & Potters Report – read out by Rowena on behalf of Sylvie Joly

'Thoughts for the Potter/3D Corner

- *We need to be vigilant with what comes in as pottery as we've had the case again with shop bought pots decorated by the member. We've only had problems with this particular member but even though a few months ago she agreed not to do it again ... she did this year too. Really annoying and a waste of time for all involved.*
- *Framed 3D/ceramics/bas-reliefs are fine as long as they are supplied with suitable – and sturdy stands (we had to improvise while setting up). Heavy, upright sculptural pieces. Need a good, solid and tested base. We had an alabaster piece that we had to display lying on its side without its base because the base was so unsteady.*
- *Workshop: I'm happy to do a 3 hour kurinuki workshop for a maximum of 6 people, at my studio in Chiswick. It would have to be either a Friday or Saturday afternoon. If the workshop was full and people are happy we*

could do another one later. Possible dates for the first one: 13th or 14th March, 2pm-5pm. My fee is £150 and includes all materials/tools and firing of their pieces to be collected 3-4 weeks later. Would that work?

- Pop-up space: I think we've talked about this during the committee meeting, but I feel that the sales have slowed down a lot compared to when we first had the space and the time commitment is too much, because on-going, for the sales potential. Personally I won't be putting any more work in the pop up simply because I can't commit to the amount of stewarding needed.

Thank you and apologies again for missing tonight's AGM
Sylvie'

- b. **Organiser** – Lucy thanked all the helpers (not by name) explained that set up in the Exhibition Hall starts between 3&5pm on the Friday so that we get a head start eg white boards are hung and blue boards in positioned along with tables, chairs, browsers and moving greeting card stand. This reduces the stress and noise on Saturday with hand in and hang and the Sunday with sculpture position and open at 1pm. Therefore exhibition open for and additional 1.5 days – use not to open to the public until Tuesday morning.

Raised the need for members who do not live in SW6 to come and leaflet drop near the exhibition venue as leaflets are the main source of people coming to the exhibition.

- c. **Plein Air** – Martin Burrough away

- d. **Workshops** – Briony Watson

- 7 workshops held this year:
 - Chinese Calligraphy by Xu Ting – attended by 4 people all of whom very much enjoyed
 - Roger Dellar – 11 Attendees
 - Madeline Morrow – 9 attendees
 - Kathy Baker – 10 Attendees
 - Faye Haskins – 9 Attendees
 - Anarkali Check – 8 Attendees
- Out of these workshops only Roger's & Madeline's were not in the red (£10.50 & £.50 profit respectively).

All the others were subsidised to the sum of £326. This has been the story since the end of Covid

Alternatives discussed:

- finding a cheaper venue although Ranelagh Sailing Club only charge £75 for the day, it is the tutor's fees that are going up as they have to earn a living
- try different times eg evenings but will a tutor only come for a couple of hours but charge the same?!
- New Member Sabrina Shah happy to take the roll of Workshop Co-ordinator over from Briony, and bring new ideas to the format along with help from other members who have said they are happy to assist.
- For the workshops to survive, we need attendees

5. AOB

Committee members – charged or not

- Do members agree that committee members do not need to pay for entry to the exhibitions and subscriptions?
- **Motion Passed** by Felicity and seconded by Bels Watson

Reduce number of Exhibitions at the Library from 2 to 1

- Cost is £1,800 for the week + £90 for AGM evening meeting (why AGM in the Pop-Up instead)
- Library Storage = £1500 per year
- Alternatively organise to have it at an 'Artists' Window' in Fulham where the venue would be free
- Plus we could use the Yo Sushi space and have smaller but more exhibitions
- Tony asked why does the library charge us £1,800 when we are not a commercial operation (but nor are we a charity)
- The Library say they give us a subsidised rate

Conclusion: Voted to reduce exhibitions at the library from 2 to 1 and this be the November Exhibition

Discussed exhibition starting earlier eg PV Friday evening and opening Saturday and then finishing the following Sunday at 5pm

- This would mean setting up Thursday & Friday and taking down on a Monday therefore artwork would need to be dropped off and picked up during the working week and find volunteers who do not have work commitments during these times – difficult.
- Discussed but not pushed any further

Leaflets

- Push artists to collect leaflets from Pop-up and distribute in the SW6 area despite them not living in the area. Relying less on people who do live in the area but don't exhibit and always have to do it.
- Distribute more in the library
- Digital leaflets also discussed – Hammersmith & Fulham do not have a data base (GDPR rules and regulations) that we can buy into like other boroughs of London.
- Proposed including additional exhibition fee of £15 per person which would pay towards Leaflet distribution by a company.
- Or spend the next 11 months looking for sponsorship – the more favourable option.
- Caroline Silver's comments:
- Leaflets are not junk + some people move to a house which already has a sign saying 'no junkmail' and then don't remove it
- Do it with friends and family and make it fun
- Use leaflet drop as a 'Step Challenge'

Exhibitions:

- Carrying on from previous point – reduce to 1 library exhibition and each exhibition is run by a different team of volunteers:
- Team 1: Library Exhibition
- Team 2: Pop-Up
- Team 3: SEACC
- Team 4: Bishops Park
- Team 5: Smaller pop-up events eg Fulham Pier (TBC)

SoFAP to drop FOG

75 year Anniversary of SoFAP – 2027

- A book to be created with content of people places & memories of Fulham, including poetry = Creative Collection
- To be partnered with The Fulham Society
- Tony Hannaford happy to put together

Other Exhibition Locations:

Pop-up in Parks following the success of Bishop's Park and even though we are the Society of Fulham Artists & Potters, now that the borough is Hammersmith too, we should exhibit in Hammersmith too eg Ravenscourt Park, Brook Green etc. Just need an interior building in these parks eg a café. Rowena has a contact in the H&F council who over sees the parks.

Fulham Pier – 14/15th December Pop-Up (TBC)

Riverside Studio – Rowena has approached them but they are after younger more avant garde artistic groups. Tony to have a chat with his contact Annie

Fulham Palace – a destination venue. Bels and Isabel Wooller exhibited here – not too price (£300 each for the month) but the palace organisers kept on moving the goalposts and were strict with posters and advertising. Also football not that high.

All Saints Church Hall – currently being refurbished but do to open in 2026

<https://allsaints-fulham.org.uk/church-hall/>

Chelsea Harbour (it is in LBHF just!) – hire looks a little pricey

<https://hirespace.com/Spaces/London/201049/Design-Centre-Chelsea-Harbour/Design-Avenue/Arts>

Shops that give SoFAP a Discount:

- Jacksons – for workshops
- Green & Stone
- Vizabiltiy

AGM finished and followed by drinks and chat.

Minutes by Lucy Strathon

Revision A issued 24th November 2025