

Fakenham Choral Society Committee Minutes

Date & Location	Monday 8 th April 2024. 2.00pm at Rosemary's's home in Fakenham
Present	Gill Ashby Roger Burbidge Tim Burton Rosemary Dear Mark Jones Diana Lyons Tracey Thompson

GLOSSARY			
Gill Ashby	GA	Mark Jones	MJ
Colin Blackmore	CB	Louise Myhill	LM
Roger Burbidge	RB	Sonia Radley	SR
Tim/Sue Burton	TB/SB	Tracey Thompson	TT
Rosemary/Brian Dear	RD/BD	Barbara Wyvill	BW
Jonathan Dodd	JD	Fakenham Parish Church	FPC
Diana Lyons	DL	Salvation Army (Hall)	SA(H)
Jean Mayne	JM	Justin Harmer	JH
Christmas Tree Festival	CTF	Stephanie Walsh	SW
Christine Marshall	CM	Steph Walford	SWal

Minutes

Agenda Ref	Summary/Actions	Action Owner
1.	Apologies CB, JM, LM, SR	
2.	Declarations of Interest There were none	
3.	Minutes of the meetings held on 4th and 12th March 2024 These were agreed and signed	
4.	<p><u>Matters Arising not on the Agenda</u></p> <p>i. Change of Verdi mezzo to Helen Évora – Beth Mackay had made contact to say, for personal reasons, she was no longer able to perform at the concert. She had negotiated with Helen to take her place on the same terms. TT had sent a contract, since returned with biog and photograph.</p> <p>ii. Grand Draw – it had been decided at a rehearsal that the grand draw should take place at FPC as described on the tickets. This would happen at 6pm on Tuesday 23rd April before going on to SR's home for rubbing out the Verdi scores</p> <p>iii. Music & Marketing Group – Shirley Collyer had offered to join. She has 30 years' experience writing press releases and dealing with the press. She had written the June concert release recently distributed to choir members.</p> <p>iv. St Nicholas, Wells for Christmas 2024 – RD had been in touch with Kate Clodd. They could only offer Dec 7th which would be problematic as RB and BD would be involved with the CTF. As RB said there would be heating at FPC come Christmas, TT proposed our Christmas concert plans stayed as they were (at FPC on Dec 14th). 2nd RD all agreed. Suggested concert time was 5pm. RD would let Kate Clodd know.</p>	RD
5.	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> TB said a friend of a friend had offered two pieces of music she had written for the choir to use 	
6.	<p>Treasurer's Report (see separate sheet for full details)</p> <p>i. Financial Update Balances: Main £7321.60 Friends £3488.85 No 3 £1263.67 Deposit £20,804.95 Total £32,789.07 Income of note – remainder of NNDC Arts & Culture Fund grant £2234.00, Fakenham Garden Centre sponsorship £500 Expenditure of note - £398.75 SAH hire for Q1 2024. £617.00 to the Motor Neurone Disease Assoc. The Come & Sing had also resulted in a profit of £763.67 for FCS funds.</p> <p>ii. Bank Account Update Barclays – deposit cards had arrived and had been used successfully. Once Barclays new banking service in Holt was up and running, GA would be able to take out float money. Lloyds – GA had requested the Charity Commission provide a written statement that FCS's old name could not be removed from their records. This was yet to appear. Committee agreed to leave the Lloyds application for the time being.</p>	
7.	<p>Membership Matters LM had provided a written update.</p> <ul style="list-style-type: none"> We have 88 members, 74 of which were confirmed for the Verdi. JH would sing bass. Janet Kelsey was yet to make a firm commitment. MJ was exploring help for the tenors. Gary Jennings had decided to leave the choir for a number of reasons, including that he hadn't found us very friendly. TT commented that his former choir in Cornwall had been quite small. He had recently had a spinal operation and work also took him away for periods of time. He had been invited to sing at the 	

	<p>June concert as he was still a member. LM had spoken to another choir member who knew Gary socially and felt there was more behind the scenes which may have prompted his decision to leave.</p> <ul style="list-style-type: none"> Mary Townsin (a past singer and now a Friend) had asked GA if she could rejoin for the summer term. Committee agreed, as numbers usually drop off for the summer term, this would be fine (one term's subs due) on the understanding it may not result in a vacancy come September. GA to relay the message. 	GA/LM
8.	<p>Come & Sing 16th March review</p> <ul style="list-style-type: none"> 110 had enrolled and most came. It had been great fun with lots of positive comments, especially around the warm venue and how well organised the event was. Thanks were given to MJ and JH A good money raiser for the charity and FCS (see treasurer notes). Early bird tickets, the time of year and the choice of music which people knew helped. Perhaps it also indicates a return to pre-Covid confidence Draw back had been lots of small pieces needed to be put into a booklet. Grand Draw and Verdi tickets has also been purchased We have built some good links with the Academy which would be good for the future MJ felt we should reduce the time between the final workshop and the performance RD felt another C&S later this year would be too much to consider after such a busy season. She is also likely to be away at that time. 	
9.	<p>Summer Garden Party SR had contacted Lady Leicester's PA who confirmed June 25th was in the Model Farm diary, but could give no confirmation of whether Lady Leicester would be there.</p>	
10.	<p>Sponsorship and Grants – covered in other sections (Treasurers and Verdi Prep)</p>	
11.	<p>50th Anniversary – Grand Draw – no update to provide. Choir to be asked to return all unsold tickets</p>	
12.	<p>Website hosting of FCS documents (password protected for Committee) – TB confirmed he was ready to start receiving documents.</p>	
13.	<p>Librarian Update Summer music all in hand. There is a lot of it, so SR will ask MJ what he wants to start with first Autumn music – initial enquiries for Jenkins Joy to the World made, but no response to date</p>	
14.	<p>Concert Prep – Verdi Requiem – Sat 20th April 2024 – see updated Prep Sheet</p> <ul style="list-style-type: none"> <u>Fakenham Parish Church</u> – works update. RB said it was very unlikely the south porch would be useable so we should plan that everything would need to come in through the north porch. He suggested a site visit before rehearsal on April 16th to see where everything could go (agreed for 6pm). There was speculation that some audience members may have to sit in the Trinity Room. Not ideal and perhaps a free drink voucher could be offered. The Friends reception would need to be relocated, the kitchen door left unlocked (safety) and the key left in the chancel door (it would be locked during the event). Concert is sold out. GA / CB to confirm final numbers and choir asked to return unsold tickets Signage would need to be produced to direct audience to the north door and choir / orchestra members to the chancel door. TT would organise this. JM and Mandy Etherington had met to discuss stewarding. Steward numbers were still low but just about sufficient for the night as tickets would not be sold at the door. A list of things for awareness should be provided to Mandy on the day. Revd Tracy Jessop could not be at the concert so Elaine Burbidge would give the welcome and key points for safety. GA confirmed FCS has its own public liability insurance. Revd Jessop was also insistent that the church looked like a church as far as possible, so laying out tables with glasses would have to wait until the Saturday. DL would still bring wine on the Friday. MJ to be provided with list of things to mention at the start of the concert The change of mezzo meant an update to the post-concert gifts – 2 flowers and 3 red wine. DL to organise The soprano soloist, Claire Weston, had alerted TT to her severe nut allergy. Everything had been done to mitigate this as far as possible (choir, orchestra, other soloists told and no nuts in orchestra teas) MJ was happy for him and the soloists to process on via the central aisle. Musicians need to make way for soloists to reach their seats With difficulty getting on and off stage, committee decided to have a table with water in the chancel for singers / musicians in the interval GA suggested asking first aiders within the choir to stand up at rehearsal. Any first aid issues within the audience should be referred to the stewards (Mandy / Karl to be asked if they could use their mobiles) Being available at the community centre for orchestra teas and storage was discussed. Could we also use it for additional interval loo's? Allocated keyholder required. RD to check available plates etc. for teas. JM had had her operation and was recovering well, hoping to help with orchestra teas on the day. RD had contacted several sponsors; many needed to refer the requests to others. £900 so far received 	<p>CB / GA TT</p> <p>RD</p> <p>TT DL</p> <p>CTTE</p> <p>GA</p> <p>RD</p>

