

Fakenham Choral Society Committee Minutes

Date & Location	Thurs 9 th May 2019 Rosemary's home, Fakenham	Glossary	
Present	Roger Burbidge (Chair) Rosemary Dear (Vice Char) Gill Ashby Sue Burton Tim Burton Charles Davison Philippa Allen Mark one (MD) Tracey Thompson Barbara Wyvill	Gill Ashby Philippa Allen Colin Blackmore Roger Burbidge Sue / Tim Burton Charles Davison Rosemary/Brian Dear Mark Jones Diana Lyons Tracey Thompson Barbara Wyvill Carol Jennings Margaret Vincent Jim Laird Grant Harrison Celia Giddings Fakenham Parish Church	GA PA CB RB SB / TB CD RD/BD MJ DL TT BW CJ MV JL GH CG FPC

Minutes

Agenda Ref	Summary/Actions	Action Owner
1.	Apologies – Diana Lyons, Colin Blackmore	
2.	Minutes of meetings held on 4th April 2019 Agreed and signed as a true record	
3.	Matters arising – <ul style="list-style-type: none"> i. Spring term 2020. MJ confirmed Adrian Richards is happy to cover Jim's absence including split rehearsals and playing for the performance ii. Tony Walters. After speaking with Margaret, agreed £30 Adnams vouchers. TT to buy iii. Sub-committee re attendance at concerts. Meeting with BW, GA and TT on 13th May. Ideas have come in from several members iv. Volunteers to learn staging / lighting / keyboard etc. No one had come forward after the group email appeal. Suggest we ask individuals, perhaps someone who already helps? Needs mentioning again v. Sorting staging in storage. Date to be arranged by RD 	TT RD
4.	Correspondence – - RB had sent a card to Fred Wheeler, a former member, on his 100 th birthday on behalf of FCS	
5.	Treasurers' report – Balances: current a/c £1119.76 Friends £2221.05 Come & Sing £3225.00 Deposit £4496.97	
6.	Concert Prep – 15.06.19 Handel Coronation Mass, Rutter Feel the Spirit <ul style="list-style-type: none"> i. Ticket sales during the afternoon of concert day. Who could do this? A member not singing? Ask for volunteer in group email ii. Music stands will be needed iii. Decision not to have stand-by photocopied programmes iv. Publicity in hand. Banner for publicity on day of concert discussed. TT & RD to find costs and try to find a sponsor v. Soloist. DL to host between rehearsal and performance. Fee £300. Red wine her preference vi. Tesco parking. DL to be asked to speak to manager vii. Confirmed that orchestra can play Brandenburg 5 during concert. 	TT RD DL DL
7.	Dates for 2020 - confirmation <ul style="list-style-type: none"> i. as detailed in the 4th April minutes – all agreed ii. June 13th 2020. Agreed to performance all 3 suggested works (Chilcott Aesop's Fables, Rutter Birthday Madrigals, Shearing Songs and Sonnets. Would need piano and double bass, no soloists iii. Christmas 2020. Agreed to hold the performance at 5.30pm. Agreed rehearsal 1pm – 3pm, back at FPC by 5pm for 5.30pm start. Music for Cantata 70 not available through 	

	<p>the library in sufficient numbers. MJ said Greshams had c80 copies we may be able to hire plus photocopies if necessary. T&SB to contact Greshams. Advent Cantatas in Pt 1, with Pt 2 starting and ending with movements of the final cantata.</p> <p>iv. King Olaf (Elgar) for March 2021. Much discussion. 1Hr 40 mins. Requires a large orchestra. MJ suggested two performances (one local in Wells, one in Norwich). Agreed RD / TT would look at application form on Elgar Society website. GA / BW would provide a draft budget based on discussion and suggested fees for two performances. Without Elgar Society support it was probably not possible financially</p>	<p>SB/TB</p> <p>GA/BW RD/TT</p>
8.	<p>Website</p> <p>i. Some good quality photos needed to update the site. Gary Bishop to be asked or find someone else</p> <p>ii. Agreed to put a list of FCS music for hire on the website. MJ asked for a list</p> <p>iii. Online ticket sales. TT suggested we added an option to opt into our mailing list. TB to investigate, but thought it was possible</p>	<p>RD</p> <p>TB</p> <p>TB</p>
9	<p>Sponsorship & Fundraising</p> <p>i. Come & Sing. Feb or May discussed, with Feb preferred. Heating cost at Academy is £25 per hour. This would add £2 or £3 to the registration fee. RD to investigate further. MJ happy to lead; Adrian Richard to be asked to play in Jim's absence. Music choice still to be decided. John Rutter had been contacted but does not commit more than a year ahead so no good for 2020.</p> <p>ii. Christmas Tree Festival. Application submitted</p> <p>iii. Grant Application to Fakenham Town Council. GA has provided required finance report. RB to submit application asap. TT offered to spend some of her Aviva Volunteering House to investigate grants. Thanks from all present</p> <p>iv. Publicity Material. RD showed a draft of the A4 tri-fold leaflet. Much praise and would fulfil a very useful role. Newprint to be involved once final content agreed</p> <p>v. Sponsorship. Lady Leicester has agreed to make an annual payment (gift-aided). RD to suggest a musician in each of the next 3 concerts. Committee grateful for this commitment</p> <p>vi. Suggestion to have an outside 'feather banner' on the day of the concert to raise awareness. Also suggested a pull up display for inside. RD may have a builder interested in sponsoring these.</p>	<p>RD MJ</p> <p>RB TT</p> <p>RD</p>
10.	<p>Garden Party. Model Farm. 18th June 6pm - 8pm</p> <ul style="list-style-type: none"> TT had this in hand and would contact Anne G-J to progress timings. Help will be needed on the TT; a request would go out to members. 	<p>TT</p>
11.	<p>Summer Newsletter</p> <ul style="list-style-type: none"> Agreed the format used last year could be repeated TT happy to put this together as the template was not in place. MJ asked to provide a piece for this and would look at last year's copy on the choir website 	<p>TT</p>
12.	<p>AOB</p> <ul style="list-style-type: none"> FCS Constitution. TT gave a reminder that the draft changes started last year would need to be completed and signed off by the committee in sufficient time to distribute to the members before the AGM (as prescribed in the constitution). BW would look to getting an updated draft ready for the June meeting Subs. To be discussed at June meeting Tickets on the door at the concert. More clarity needed for stewards re what payment is due and amount. Tickets already paid for need to be clearly marked as such and labelled with names. TB to provide a list of names for tickets purchased online to make the entry process quicker for those who had not printed off their e-ticket Make and Bake sale 14th May Locking up SA Hall after rehearsal. RB would be away for 2 weeks and ask for help for RD to ensure hall is tidy and secure 	<p>BW</p> <p>CB</p> <p>TB</p>
18.	<p>Date of next meeting – Monday 24th June 2019 7.30pm at RD's home (42, Queens Rd, Fakenham). RD thanked for hosting and meeting closed at 9.26pm</p>	

Signed as a true record (name)

Print name Date