

Fakenham Choral Society Committee Minutes

Date & Location	Wed 4 th April 2018 Rosemary Dear's home, Fakenham
Present	Roger Burbidge (chairman) Rosemary Dear Janet Kelsey (MD) Gill Ashby Sue Burton Tim Burton Charles Davison Diana Lyons Tracey Thompson

Glossary	
Gill Ashby	GA
Colin Blackmore	CB
Roger Burbidge	RB
Sue / Tim Burton	SB / TB
Charles Davison	CD
Rosemary/Brian Dear	RD/BD
Janet Kelsey	JK
Jim Laird	JL
Diana Lyons	DL
Tracey Thompson	TT
Barbara Wyvill	BW
Carol Jennings	CJ
Margaret Vincent	MV
Jean Mayne	JM
Fakenham Parish Church	FPC

Minutes

Agenda Ref	Summary/Actions	Action Owner
1.	Apologies – Colin Blackmore, Barbara Wyvill	
2.	Minutes of the meeting held on 5th March 2018 These were agreed as a true record and signed as such	
3.	Matters Arising – there were none	
4.	Correspondence - there was none	
5.	The Marvellous Mr Purcell – concert review The committee expressed thanks to JK for a wonderful concert. JK was thrilled with the choir's performance "secure and stylish". The dreadful weather – snow and strong winds – affected many aspects including attendance with difficult conditions outside underfoot. In particular, JK mentioned the slope leading up to the church which had not been treated. The question of platform security was raised, but RD stressed this had been erected as normal. There had been a problem with the kick bars so RD will organise a working party at Whissonsett to look at all of the equipment.	RD
6.	Treasurers' report (copy with minutes) The poor weather had had a detrimental effect on the financial side of the concert, reflected in a deficit of £4034. Ticket sales had been down, perhaps the poster design could have been more exciting and was there a pre-conceived idea that Purcell's music was 'heavy'? The last point was patently not true to those who sang or were in the audience. Several people knew of folks who had not come because of the weather, reducing the usual level of 'walk up' sales. GA remarked that, looking over a number of historic performances, break-even events tended to be those with expenses of between £3k - £3.5k. <u>Suggestions from GA / BW</u> (all in their report) <ol style="list-style-type: none"> 1. Should FCS work on a two year cycle, thus balancing higher and lower concert costs 2. We need to look at other ways to fund raise, including grants 3. After the June concert the Treasurers expect reserves to be just above our agreed contingency fund of £5000 4. We need to be more accurate in our budgeting and then stick to it 5. Would it be of benefit to find out why some choir members chose not to sing in the Spring term (excluding those away on health grounds)? Thanks were given to RD for the Come & Sing day which now appears to be a good source of revenue each year to support our other performances. TT was also thanked for the £550 from Aviva. Committee felt we needed to find someone within the choir who could research grants. JK stated that SCCS employ someone to fund raise on their behalf. The choir's reputation will only increase, she felt, when it is prepared to be ambitious and take risks but acknowledged it is always a balancing act.	

7.	<p>Concert Prep Carmina Burana, 16th June 2018, Wells 7.30pm</p> <p>Extras to planning sheet were –</p> <p>3. No A3 posters. TB queried printing costs and whether we should get other quotes</p> <p>4. RD to liaise with Bridget Moss over better distribution</p> <p>11. After discussion, agreed £12</p> <p>13. 3 (S,T,B)</p> <p>14. S/B £400, T £300</p> <p>20. 2 pianists (@£300 each), Percussion section £800. JK to check Wells piano but one will need to be hired. Music scores needed to be hired for all musicians.</p> <p>49. CB to liaise with FT</p> <p>50. £1</p> <p>52. 3pm Agreed to book Quaker's hall in Wells For choir use. They have asked for a donation</p> <p>53. 5pm</p> <p>54. RD/TT Agreed that final rehearsal can take place as SA in Fakenham not at Wells</p> <p>56/57. MV to be asked (10 total). JK to ask whether soloists would prefer to go to someone's home for tea and to change</p> <p>60. No</p> <p>68. RD</p> <p>70/71. Quaker Hall 7.10pm</p> <p>72. TBA</p> <p>73. Ladies: long^{3/4} plain coloured top, black long skirt/trousers/shoes/hosiery/socks. No sash Men: Plain coloured long sleeve shirts with contrasting bow tie. No jacket. Black trousers/shoes/socks</p> <p>74. No folders needed</p> <p>77. JK to ask re music stands</p> <p>75 – 79 all TBA</p> <p>80. Discussion re drinks before concert and a 'long' drink as well as wine. DL to talk to TW.</p> <p>89. 2 flowers, 2 wine (nothing separate for Jim as he is one of several musicians)</p> <p>92. All music to be handed in straight after the concert</p> <p>93/94. TBA</p> <p>Children's choir JK had received no response from Alderman Peel High School, Wells. CJ had suggested Burnham Market primary school or FCS members to be asked for any children / grandchildren to form an ad hoc choir. Greshams was also a possibility</p>	<p>RD</p> <p>CB</p> <p>RD</p> <p>RD/TT TT JK</p> <p>JK</p> <p>DL DL</p> <p>JK</p>
8.	<p>Dates for 2018/19 season and beyond</p> <p><u>Autumn Term 2018:</u> Sept 4th – Dec 11th AGM on Oct 2nd, no rehearsal Oct 23rd (Half Term). Concert 15th Dec at FPC</p> <p><u>Spring Term 2019:</u> Jan 8th – Mar 12th No half term break. Concert 16th March at FPC. No rehearsal Mar 19th</p> <p><u>Summer Term 2019:</u> Mar 26th – June 11th. No rehearsal 16th Apr (Holy Week). Concert 15th June at FPC</p> <p><u>Autumn Term 2019:</u> Sept 10th – Dec 17th. AGM on Oct 1st. No rehearsal Oct 22nd (Half Term). Concert 21st Dec FPC</p>	
9.	<p>Advertising full details in note from RD with minutes</p> <p>JM was finding it increasingly difficult to find advertisers for our programmes. A review of this and sponsors (what each gets and pricing) to be discussed with those involved in the hope to have a new system come Sept. Celia Giddings has said she wishes to stand down from the sponsorship role. JM would take this on IF a new system could be agreed</p>	RD
10.	<p>Website TB suggested in order to move things forward:</p> <ol style="list-style-type: none"> 3 people to act as sounding boards to check the new website as work progresses. BW / TT / CD offered to help A person to work with TB so someone other than him understands the system In the first instance to simply move the current content from one website to the new one. Changes to content, pages and functionality to be developed afterwards as rolling improvements <p>TB felt we could have a new version of the old site up and running within about 6 weeks (undecided as to whether to have a new web address or ask Max to release the existing one). After the June concert Max would be given 6 weeks' notice to terminate hosting the current site. The aim will be to have the new site fully functional for the start of Sept.</p>	TB

11.	Garden Party Anne G-J had made contact to say Lady Leicester could host on 26 th June (not the Tues immediately after the concert though). BW had offered her home in Kettlestone on the 19 th . Members would be asked for their preference	TT
12.	AOB <i>i.</i> Social Media – once the new website was up and running the choir must really have a presence on Facebook and possibly Twitter. Most other choirs do this already <i>ii.</i> New choir photos are needed for the website. Perhaps Michele Bishop’s husband? <i>iii.</i> Come & Sing 2019. RD suggest if we go ahead we should look to book Fakenham Academy for 19 th Feb (fits in with half term) <i>iv.</i> Safeguarding policy on hold until BW’s return. Comment made that this type of thing needs to be in place for many grant applications <i>v.</i> RB explained his reason for taking this term off from singing	
13.	Dates of next meetings <ul style="list-style-type: none"> • 21st May 7.30pm at RD’s to look at all aspects of finance (costs, grants, advertising, sponsorship) • 31st May 7.30pm at GA’s home in Kettlestone • June 19th or 26th (depending on Garden Party) for end of year meeting. Venue TBC <p>There being no further business, RD was thanked for her hospitality and the meeting closed at 9.45pm</p>	

Signed as a true record (name)

Print name

Date