

Fakenham Choral Society Committee Minutes

Date & Location	Mon 5 th March 2018 Rosemary Dear's home, Fakenham
Present	Roger Burbidge (chairman) Barbara Wyvill Gill Ashby Janet Kelsey (MD) Rosemary Dear Tracey Thompson Colin Blackmore Diana Lyons

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
Fakenham Parish Church	FPC

Minutes

Agenda Ref	Summary/Actions	Action Owner
1.	Apologies – Sue Burton, Tim Burton, Charles Davison	
2.	Minutes of the meeting held on 4th January 2018 These were agreed as a true record and signed as such	
3.	Matters Arising – <ul style="list-style-type: none"> • Snow list worked when 27th Feb rehearsal had to be cancelled due to snow • Seamstress found and material bought • Linda Bowden confirmed she was happy to organise stewards for March concert • Margaret Vincent confirmed she would organise orchestral teas for March concert 	
4.	Correspondence <ul style="list-style-type: none"> • Tapping House request to talk to choir about the charity. GA to reply No thank you • No agreement to date with Lady Leicester re date for summer garden party • Patrick Wollocombe had resigned from the choir on health grounds • Wedding request received and referred on to Cantilena Choir • New Wells rector was happy for June concert (Carmina Burana) to take place there 	
5.	Treasurers' report <ol style="list-style-type: none"> 1. <u>Finance</u> Full details on sheet with these minutes. Total funds at 20.2.18 £9548 Concert costs for 17.3.18. Basic £4159 + £1500 for soloists less £700 donation (donation not taken into account in Basic cost). £550 expected from Aviva. 2. <u>Advertising</u> Need to coordinate advertisers and sponsors so their 'benefits' are the same. After discussion RD agreed to arrange meeting with Steph Walsh, Jean Mayne, Fiona Thompson, Celia Giddings and Sara Phillips. We need to try to have a new system in place for 01.09.18. TT to contact Jean Mayne to explain what's happening 3. <u>Choir numbers</u> 96 members, 3 left, 10 not singing this term. 50 had opted into Gift Aid. 42 Friends. Stephanie & Martin Walsh pay for all running expenses for Friends 	RD TT
6.	Come & Sing Review (Will Todd, Mass in Blue) - "unbelievably good". £826 profit. Only 35 FCS members sang. The Academy was a good venue and should be used again. Unanimous vote of thanks for RD for all her hard work which resulted in such a successful day	
7.	Concert Prep <ul style="list-style-type: none"> • Ticket sales poor so far – choir 34, Friends 11, public 3 • Agreed no free tickets for orchestra and soloists • Posters need more careful distribution to ensure good coverage over 'our area'. Bridget Moss liaising with RD on this • Harpsichord to FPC. Not safe to deliver it on the Friday. JK to arrange for Saturday. To be collected Sunday morning 11.45 – 12.05 or after 2pm • 2 reserved car parking spaces for Saturday pm (musicians with large instruments) • DL to host two girls for tea • JK would like a 1.30pm rehearsal start for choir (forward from 2pm) 	RD JK RB

	<ul style="list-style-type: none"> Space needed at the front of the stage to allow for soloists to 'semi-perform'. RD to assess once choir numbers finalised 	
8.	Standards in Choir JK talked briefly re people who take no notice of her requests e.g. to have/use a pencil, watch her. What can be done?	
9.	<p>Website Paper sent by TB on progress he had made and suggestions from BW on content. After discussion agreed –</p> <ol style="list-style-type: none"> Not yet ready for TB to go ahead Need to look at BW's paper. Any feedback to be sent to her to collate Need to combine info from TB / BW & committee members TT to ask TB to contact Max P that we can't afford £600 to revamp the current website (amount quoted by Max P last year but work never commenced) <p><u>Problems to consider</u> –</p> <ol style="list-style-type: none"> How to deal fairly with Max Need to keep ongoing work by committee confidential Need 2 people to work any future website. TB happy to set up and run but need to consider who else could be trained A new website may not save FCS much money but it could be more up to date and easier to manage 	<p>BW</p> <p>TT / TB</p>
10.	<p>Fund raising</p> <ul style="list-style-type: none"> Book / CD sale raised £114.30 (not as much as cakes). Agreed Cake / Make sale 15.05.18 100 Club. Still no resolution. Again put on hold. Lots of work for not much return FPC Christmas Tree Festival. Agreed FCS should take part. Will raise some money & be good publicity RD to pick up a pack at the launch on 09.04.18 	RD
11.	Group Email Distribution Alison had left the choir. TB to take over distribution for now. Second person needs for email list. RD to use Come & Sing list as a start. TT will send round latest members' contact details according to GDPR matrix	TB RD / TT
12.	Summer Garden Party Agreed to wait til end of April then TT to find out if Lady Leicester can host and when.	TT
13.	Dates for 2018 / 2019 RB to produce list. 15.12.18 already booked into FPC diary	RB
14.	<p>Music for 2018 / 2019 JK asked for reactions re Messiah. Favourable and piece is liked by singers and audience. People felt audience liked carols at Christmas and a 'carol element' should be retained in the concert.</p> <p>Come & Sing 2019 If one is organised, plan to use Fakenham Academy again. Keep the day low-key with no concert. Suggested works – any by Mozart or Haydn would be popular</p>	
15.	<p>AOB</p> <ul style="list-style-type: none"> New lighting scheme at FPC outlined New containers needed for music stands & glasses as cardboard ones are collapsing Safeguarding policy. CJ has produced one for Yorke Trust. BW will liaise with her using Making Music ideas DL – bouquets for March concert will cost £12 instead of £15 due to number needed Tesco Car Parking. They will allow people to park for more than 3 hours if they know. List for people to sign up to be produced. CB to coordinate Cley chairs would be needed for the March concert Working party at farm in Whissonsett in summer to see exactly what FCS owns and what we can get rid of 	CB
16.	<p>Date of next meeting 04.04.18 at RD home in Fakenham</p> <p>There being no further business, RD was thanked for her hospitality and the meeting closed at 9.40om</p>	

Signed as a true record (name)

Print name

Date