

Fakenham Choral Society Committee Minutes

Date & Location	Monday 24 th June 2019 Rosemary's home, Fakenham	Glossary	
Present	Roger Burbidge (Chair) Rosemary Dear (Vice Char) Gill Ashby Sue Burton Tim Burton Diana Lyons Philippa Allen Mark Jones (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 – Colin Blackmore, Charles Davison	
2.	Minutes of meetings held on 9th May 2019 Agreed and signed as a true record	
3.	Matters arising – i. Minute 7 iii – MJ to contact Greshams, not T & SB ii. Staging – RD to arrange a date in July. TB offered to attend farm at concert time to 'oversee' loading of lorry to ensure all staging is taken (some issues at the last concert) iii. Tri-fold publicity leaflet produced by RD. Needs further distribution later in the summer (some were given out at the June concert). Electronic copy to be distributed	RD
4.	Correspondence – - TT had sent letters to Lady Leicester before and after the garden party - TT sent a card of thanks and best wishes to Chuck Lyons who had decided to leave the choir - A new contract for our use of the SA hall had been received. Signed by keyholders (RD and RB) and TT (as Secretary). RD to return to SA office. Current use: 6pm – 9.30pm £36.25 weekly	
5.	Concert Review – Handel 'Coronation Anthems', Rutter 'Feel the Spirit' General Feedback - "very enjoyable", "choir sounded really good", "best concert I've ever heard", orchestra good and MJ pleased. "Soloist not loud enough". Choir liked MJ being with them before concert. Attention needed with aspects of choir etiquette e.g. turning pages early, talking, bottles on stage, holding scores differently, filing onto stage. Lots of small things which detracted from the general professionalism. Vote of appreciation and gift given to JL as it was his last concert with FCS	
6.	Garden Party Review Good evening. Plenty of food and space despite the rain and having to stay indoors. Lady Leicester pleased with the evening. Has invited us again next year. Thanks to all who helped set up and clear away. Tony Walters delighted with vouchers.	
7.	MJ - feedback on his first year as MD Very pleased with season, sectionals work well, rehearsal length good with flexibility to go to 9.30pm. MJ to be Gresham's organist from Sept	
8.	Treasurers' Report Full report with minutes. RB thanked GA and BW for all their work i. Concert: shortfall of £729, audience c174. 25/150 programmes left – costs covered ii. Balances: Total funds (still provisional) at end of financial year £9632 (vs 2018 £7673) Treasurers recommended contingency fund held in hand be raised from £5k to £6k iii. Sponsorship. RD had been successful but more needed. Help from all members would assist. This would also bring in money from other than from choir members iv. Subs – After discussion, proposed RD, 2nded TB, subs to be raised to £126 for the 2019/20 singing year. All agreed v. Friends – SW would like to keep £20 / £35 the same as this year. Discussed what the Friends might buy / sponsor. Podium / Players etc. SW to be asked	RD

	<p>vi. Subs – payment options. CJ needs to be involved as the options this year (full payment, half payment, 'special arrangement') was not totally successful. TT to ask her to attend next committee meeting. Decision on options needed (and general process when people start / drop-out mid-season) needed before summer newsletter is issued</p> <p>vii. Draft budget for King Olaf – GA talked through figures she had produced (erring on the generous side). RD and TT to complete online Elgar Society form to see how much money we could get in support. If this is small / none the project will be abandoned</p>	<p>TT</p> <p>RD / TT</p>
9.	<p>Accompanist</p> <ul style="list-style-type: none"> • A surprise to all. JL announced he had secured a new role in Yorkshire so would stand down as accompanist immediately • Adrian Richards had already been asked to cover the 2020 spring term and concert (plus Come & Sing) whilst JL was on holiday. • Cover needed for Autumn term 2019. Quandary as we need to recruit a permanent replacement but can't back out of the arrangement for the spring term. Do we ask AR? • Other options – Brenda Blewett, wife of new rector of Blakeney, is an excellent pianist but new to the area. Her details have been passed on by Rodney Slatford. Would she be interested? TT would make contact and suggest she speaks to MJ. There is also David Neil Jones who Janet had recommended. MJ to make discrete enquiries if BB declines • We had been paying JL £72 per week to include all sectionals and emergency MD cover 	<p>TT</p>
10	<p>AGM - 1st Oct 2019 Do we have AGM then sing or AGM then social like last year? Members to be asked by show of hands on week 2 of new term</p>	<p>RB</p>
11.	<p>Constitution</p> <ul style="list-style-type: none"> • BW had produced the 2015 version of the Making Music model constitution in association with the Charity Commission. Various questions about content, length, why the need to change from our existing document, were raised and answered • One outstanding query around a data protection issue in the model (section 3 (4)). BW had raised this with MM and was awaiting a reply • There was general agreement to adopt this if GDPR problem could be addressed • As the model was a legal document, few changes could be made to it. However, most amendments could be formulated by way of an associated Rules and Regulations document. BW had included suggested Rules & Regs sections and owners to write / compile. As the meeting progressed it was clear that some existing choir issues could be resolved within such a Rules and Regulations document. • Agreed to revisit this at the next committee. This would allow the model constitution to be circulated to members before the AGM for adoption on the night with Rules and Regulations as an on-going document. 	<p>ALL</p>
12.	<p>Summer Newsletter</p> <ul style="list-style-type: none"> • TT to compile. Content the same as last year. Deadline for copy – end of July 	<p>TT</p>
13.	<p>MD Remuneration (<i>After fixing the next two committee dates, MJ left the meeting</i>)</p> <ul style="list-style-type: none"> • GA had produced details of MD fees from 2013/14 to date • Agreed fees for MD to be raised for 2019/20 to £120 per rehearsal and £560 per concert (inc. afternoon rehearsal). Proposed TT, 2nded SB. All agreed. TT to inform MJ 	<p>TT</p>
14.	<p>AOB –</p> <ol style="list-style-type: none"> Gwyneth. Discussion – is it feasible to continue her membership? Decide next meeting Piano tuner for SA hall. RD to ask Brian Frost TT to write letter to Tesco manager thanking him for their help with concert parking Ladies' uniform. Comments made after concert re returning to previous uniform vs Lady Leicester comment at garden party that she was glad it had changed. Agreed this was a committee decision RB suggested committee members wore name badges at start of term. Agreed 	<p>RD</p> <p>TT</p>
15	<p>Date of Next meetings – Tuesday 30th July 2019 7.30pm at GA's home in Kettlestone. Tuesday 27th August 2019 at 7.30pm at BW's home in Kettlestone</p>	
	<p>RD thanks for her hospitality (again!) and the meeting closed a 9.40pm</p>	

Signed as a true record (name)

Print name Date