Fakenham Choral Society Committee Minutes

Date & Location	10th April 2025 Rosemary's House
Present	Gill Ashby, Colin Blackmore, Sally Bone, Tim Burton, Rosemary Dear, Diana Lyons, Sonia Radley.

GLOSSARY

Gill Ashby	GA	Diana Lyons	DL
Colin Blackmore	CB	Louise Myhill	LM
Sally Bone	SB	Sonia Radley	SR
Tim/Sue Burton	TB/SB	Tracey Thompson	TT
Shirley Collier	SC	Stephanie Walsh	SW
Rosemary/Brian Dear	RD/BD		
Jonathan Dodd	JD	Come and Sing	C&S
Mandy Etherington	ME	Christmas Tree Festival	CTF
Matthew Preston	MP	Fakenham Parish Church	FPC
Mark Jones	MJ	Salvation Army Hall	SAH

Minutes

Agenda Reference	Summary Actions	Action Owner
1.	**Apologies** Louise Myhill	
2.	**Declarations of Interest** There were none	
3.	**Minutes of meeting held** These were agreed and signed along with the minutes from the Recruitment Meeting	
4.	**Matters Arising not covered in the agenda** Contract for Matthew: This was agreed to be issued after 3 months' probation on both sides. Sally to issue by 1st July if all are happy.	SB
5.	**Correspondence** i. Lizzie Johnson – It was decided that as the committee have all been updated on the situation, all that was needed at this stage was to keep a record of all correspondence and Tracey's report written from her investigation of the events. A policy or statement for "guide dogs only" is needed for future concerts and some reference to this made on the website to inform future audience members. RD also suggested that this should include that if anyone does wish to bring a guide dog they let us know so that a convenient seat, that allows for a guide dog to be seated in the aisle, can be reserved. TB suggested a FAQ section into which this could be added, along with info such as toilet facilities, parking etc. ii. Piano Scam – Committee members have been made aware of this scam and the sender's email has been blocked and reported.	SB SB TB/CB
6.	**Treasurer's Report** **Treasurer's report for 10th April 2025** **Current balances** Main account 4430.84 Friends account 4096.85 No. 3 account 1656.28 Deposit account 19696.35 **TOTAL £29880.32** This represents an increase in funds of £5098.45 since 1st July 2024. Subs received to date £12282 (£1282 over budget). The success of the Come and Sing was also a major contributor to the financial situation being better than expected, along with increased income for the Elgar concert giving a better result than budgeted. **Barclays** Mandate forms have been sent off.	

	Spring concert **Orchestra** All but two of the orchestral players have been paid. No bank details have been received from these two. Thanks have been sent to all orchestral players (except the two). Several compliments were received back, saying how friendly and welcoming the choir is, how good the concert was, and giving thanks for the lovely tea. Some players came straight from work and therefore hadn't previously eaten. **Accounts** The concert accounts show a deficit of £1442, compared to the budgeted loss of £3228. This was due to a nearly full house, and a large amount of sponsorship and donations received. It is no longer possible to calculate exactly how many tickets have been sold. This is partly due to the two-tier price system, but also due to payments in cash on the door which may include sales of programmes. However, only 5 tickets remained unsold, so the estimated audience was about 190. Further tweaks to the accounts will take place at the end of the financial year when the cost of drinks will be apportioned. We now know how much drink is used at each concert. GA also sent a message of thanks to the orchestra members which was very well received. GA suggested that orchestra fees should be higher and this will be discussed at a meeting on 1st July when all fees etc will be set for the coming season.	GA
7.	**Membership Matters** Choir numbers are stable. One new member, a singer with experience, will join 2nd Sopranos. We are still short of basses, RD to ask MJ whether we should ask some of the Come and Sing basses if they are interested in joining.	RD
8.	**Elgar Concert Feedback** The following points were raised: I. A Dog Policy/statement is needed II. Some audience members complained of clinking glasses and money during second half of the concert RD to let TT know. Perhaps chairs for stewards would help, or clearing up to be done in kitchen or after concert. III. Storage of glasses is now sorted with members sharing the boxes out for storing. IV. Sonia now has the wine and is able to keep a better eye on what is needed for the next event. V. More ice packs are needed for cool boxes. SR to purchase. DL has a coolbox too. VI. Some music stands are broken and new parts purchased to repair them do not quite fit. GA suggested The Men's Shed might be able to fix them. RD said we may need to purchase 4 new stands. Demo needed for those dismantling stands. VII. The request to leave via chancel door led to an improvement in congestion around the chair stacking area but some people still insisted in going through that area. SB to highlight this again on concert notes.	RD SR SB
9.	**Mass in Blue Concert Prep** I. Posters. TB had produced 4 versions. The committee preferred the smokey design with a background of dark blue. The same number of posters as last time + a banner. II. Tickets. Same number as before. £15 Early Bird and £18 thereafter. III. Parking. School to be paid £50 as usual and it was suggested that two buckets be put out for parking donations; one inside main door and one in chancel near box for scores. IV. RD asked if we could have a free standing banner that thanked Fakenham Garden Centre and GJL for their help with staging transport and erection/dismantling. TB to look into this. V. Stewards and accompanists to be invited to the Garden Party. VI. James to be asked to sing with Basses (paid)	TB TB GA

	VII. Gill has found a method of using a link to help people who want to buy larger numbers of tickets without paying the per ticket booking fee. A note re this to be added to the ticket sales page of website. Please see attached Concert Prep sheet for other decisions made.	CB TB
10.	**Friends** Discussion as to whether to add free drinks at interval as well as prior to concert at the reception was discussed but it was decided to leave things as they are for now.	
11.	**Recruitment** Committee aware of decision made. Matthew seems to have made a good start and comments were made on his ability to accompany well.	
12.	**Garden Party** Date confirmed as 24th June. Agenda item for next meeting	
13.	**Sponsorship and Fundraising** Arcadia mentioned as possible sponsor A fund raiser Make and Bake + Plant Sale (No books) to be held before rehearsal on May 6th at 6.45 and during the break. Rehearsal to continue a bit longer after 9pm to make up the rehearsal time if necessary.	
14/15	**Website Update/ Digital Archive** TB had provided the committee with a list of items still under consideration for uploading to the website. TB to use his common sense and some guidance from the discussion in committee to upload some that would be useful to have on the website. The rest to be uploaded onto two memory sticks; one for TB to keep and one given to SB.	**TB**
16.	**Librarian** SR to ask MJ if choir would benefit from the easier learning scores to be used, if preferred for rehearsals. **Christmas Concert** I. Magnificat – There are 81 copies available at library, they will try to access 9 further copies for us. II. St Nicholas – None are available but library will try to access some through inter-library loans III. Messe Solonnelle -Not stocked by library – SR to ask MJ if he has access to any. Do we need full vocal or choral scores? IV. Coleridge is only available through Website. GA suggested perhaps some Friends money could be used to buy the scores, if it was more cost effective. V. SR appreciated help with the rubbing out team. This to be done again after summer concert VI. New version of Carols for Choirs have been acquired by library.	**SR**
17.	**AOB** All members of committee happy to remain and carry on with their roles. This except for GA who wishes to remain on committee but we must really work on getting a new person/s for Finance Officer. RD to put a piece in Group Email and all to try and find a replacement by talking to members.	RD
18.	**Date of next meetings** 2nd June 2pm at Gill's house 1st July 7.30pm Finance and Newsletter meeting at Rosemary's house	

Signed as a true record (name)..... Rosemary Dear .....

Print Name.....ROSEMARY DEAR..... Date.....2/6/25.....