

Fakenham Choral Society Committee Minutes

Date & Location	17.25.25 Com at Louise's House
Present	G. Ashby, Colin Blackmore, Sally Bone, Tim Burton, Rosemary, Brian, Louise Myhill, Sonia Radley.

GLOSSARY			
G. Ashby	GA	Louise Myhill	LM
Colin Blackmore	CB	Matthew Preston	MP
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	Christmas Tree Festival	CTF
Jonathan Dodd	JD	Come and Sing	C&S
Mark Jones	MJ	Fakenham Parish Church	FPC
Diana Lyons	DL	Salvation Army Hall	SAH

Minutes

Agenda Reference	Summary Actions	Action Owner
1.	Apologies Diana Lyons	
2.	Declarations of Interest There were none	
3.	Minutes of meeting held 2nd June 2025 These were agreed and signed	
4.	Matters Arising not covered in the agenda <ol style="list-style-type: none"> David White and Jim Hough were mentioned as possible committee members in the last agenda but the idea was actually to ask them along with Steve Harris, if they would consider becoming a team to coordinate and lead for arranging delivery and collection of and setting up the staging for the concerts, to include arranging helpers for the day + breakfasts etc. RD agreed to produce details of how to organise and put up the staging so TB can put it on the website Care is needed to avoid accidents when taking trolleys of staging etc out of the church RD has sent out a note to all choir members about concert dress as there were too many variations from what was prescribed on the Concert Notes and in Group Emails. 	RD/SB RD/TB
5.	Correspondence <ul style="list-style-type: none"> RD and SB had thanked the soloist and musicians at the concert and had received several thank you emails and comments from them including from Timo's family who had travelled from Germany to the concert. 	
6.	Treasurer's Report - also including items 8,9,10,11,12 and 18 of Agenda <i>Recruitment</i> <ol style="list-style-type: none"> Catherine Knights and Nicola Doran have expressed an interest in considering the role of Treasurer from the AGM and are both meeting GA to find out more. As they live near each other a role share could be considered. RD has ascertained that Fakenham Parish Church has an accountant that charges less than Stephenson and Smart which could be considered if the role is not filled but we would still then need someone for day to day cover of the role. Linda Bowden and Anne Hynde are also interested in joining the committee. Linda has previously organised the stewards and so may be willing to take this on again as TT is wanting to end her commitment to this role. <i>Accounts</i> <ol style="list-style-type: none"> GA produced a detailed report and draft, incomplete accounts (which she was pleased to say balanced) to the committee. These are attached in email. The balance is £26307 and the surplus in the region of £1525.13. Subs Income has increased due to the increase in fees last year rather than because of larger membership. There has been no grant income this year. So total income has reduced 	GA SB

Security Issues

1. Criminals seem to be targeting organisations through the Charity Commission website Websites. Gill has received emails from energy companies and most recently people phoning and pretending to be from the bank attempting to gain access to FCS accounts. The committee were advised to ask any suspicious callers to call back and to contact relevant bank (either FCS or their own as appropriate) through the number on the back of their bank card, taking care to use a different phone, as some fraudsters can keep lines open - so when you think you are speaking to your bank, it is still the fraudsters.
2. GA has to have her email and phone number on the charity website but other trustees only have their names. A separate email address for GA would be a good idea. GA also suggested an abbreviated format for the concert analysis within the audited accounts so that payments to individuals could not be identified – see list of these in section 2 of GA's report. A full analysis will still be provided for the committee.

Fees

1. Choir fees are to remain at £138 for next year. Friends' fees also to remain at £20 and £35 for joint friends.
2. MD fees increased from £138 to £143 for rehearsals and from £600 to £620 for concerts. Accompanist fees increased from £88 to £92 for rehearsals and to a max of £360 for concerts depending on amount of playing required.
3. Orchestra fees increased from £110 to £120
4. Fixer fees could be up to £150 but depends on the number in the orchestra (note Lynne needs dates earlier).

Mass in Blue

1. Estimated attendance was 141
2. Some people still paid early bird rate when purchasing ordered tickets on door. If they order EB tickets they should be paid for before the tickets go to full price. This situation also makes it difficult for Gill to work out ticket sales from income.

Budget

1. GA reduced amount budgeted for member's subs in case there is a decrease in numbers
2. There could be up to a further £2500 from two years of gift aid to be claimed
3. 4% added for Music Team fees
4. There could be two years' worth of Website fees to pay as a bill is due for these
5. GA included a slight increase for staging costs and piano tuning
6. This could give a surplus of £1890

Charity Commission concerns about reserves

1. We need to justify our reserves, as the Charity Commission expect the trustees to set them at an appropriate level that is neither too high or too low
2. Things considered were
 - Ability to carry on
 - Cover for possible emergencies including cancellation of concerts/ payment of fees etc
 - New equipment / renewal of current equipment
 - Free concert at Christmas - community inclusion
 - Accountant if needed
 - Sponsorship not continuing
 - Church heating
 - Arranging new fixer if Lynne stops doing it
 - TB suggested possibility for some accessibility aids (music book lights, music stands for rehearsals, stools at concerts).

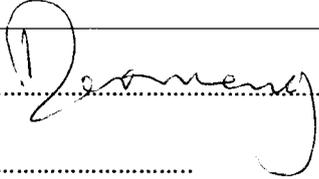
Ticket Prices etc

1. Christmas concert to be free with donations highlighted in Mark's speech at end
2. Tickets for Spring and Summer Concert remain at £15 EB and £18 Full Price
3. Drinks remain at £3 Wine and £1.50 Soft Drinks

Zoom

- Agreed to discontinue the payment for this when current subscription runs out

7.	Membership Matters <ul style="list-style-type: none"> • J.W reported that Sopranos and Altos were full. • More men are still needed • GB sop and Anil Chakrabarti (bass) have been offered places as we do need Anil in the classes • Leah Wayne may start coming to rehearsals again in September 	
14.	AGM <ol style="list-style-type: none"> 1. Date (Tues 23rd Sept) for this needs to be included in Newsletter 2. SB to prepare nomination forms etc for first rehearsal 	SB
15.	Newsletter <ol style="list-style-type: none"> 1. Please see RD's notes for who needs to complete which items 2. Copies to RD by 19th July at the latest 3. RD to send to TB to collate and publish 4. RD or SB to email to Choir as soon as TB has completed 	
16.	Mass in Blue <ol style="list-style-type: none"> 1. People generally enjoyed singing and listening this concert and it was good to have a change of genre. 2. TB reported back that some members of the audience felt there was a disjoint between the two types of music between the first and second half. However others reported that some people had enjoyed the variety. Would it be possible to have more continuity in future. RD said it was mainly due to time needed to learn the MIB and the ability to get scores. 	
17.	Concert Dates and Music Christmas 2025 – Summer 2027 Sat 13 th Dec 5.30pm ... Christmas Concert- B. Britten: St Nicholas, A.Vivaldi: Magnificat Sat 21 st March 7pm... Spring Concert- L. Vierne: Messe Solonelle, M.Coleridge: Requiem Sat 20 th June 7pm...Summer Concert – American Theme- Poss West Side Story/Guys and Dolls, Spirituals, Tippett: Child of our Time, Chilcott: ? Barber, Scott Joplin Christmas 2026 5.30pm... Rutter: When Icicles Hang, Chilcott: ? <i>CB suggests brass instruments</i> Spring 2027 7pm. Something large scale – Brahms Requiem? Summer 2027 7pm. French Theme? Poss Carmen, Les Misérables, Fauré	
18.	AOB There was none	
19.	Date of Next Meeting Monday 29 th September 2025 2pm at Rosemary's	

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

Print Name..... Date..... 