

**ALTON COMMUNITY CHOIR**

**Minutes of the Committee Meeting – 20<sup>th</sup> October 2016 at The Friends Meeting House, Alton at 19.00hrs.**

**Committee:** The position of chair person is vacant  
 Helen Brown (Minutes Secretary), (HB)  
 Sue Lawrence (Treasurer), (SL)  
 Jenny Hallett (Membership Secretary), (JH)  
 Carolyn Robson (Musical Director), (CR)  
 Barbara Parry (Publicity officer), (BP)  
 Pete Stephens (Committee member), (PS)

Barbara Parry was appointed chair for the duration of this meeting.

Item	Discussion	Action / Comments
Apologies	Pete Stephens	
Minutes of the last Meeting	Approval of the minutes of the committee meeting held on Thursday 22 <sup>nd</sup> September 2016. Proposed by Jenny Hallett, seconded by Carolyn Robson. The minutes were signed.	HB to notify ACC that the draft minutes are available.
Matters Arising	Username and password for 'Constitution and Minutes' page on website update	This will be the same as for all other ACC pages – JH to change information in letter to new members.
Finance	As at 13.10.16	The charity fund has been distributed between ACC's chosen charities.
	Charity Fund                      £00.00	
	Overseas Fund                      £469.80	
	General Funds                      £7,613.67	
	Total                                      £9,337.18	
		Accounts are with Simone Tooley for checking. SL to collect them next week for circulation to ACC before AGM.
		SL to buy £20.00 gift voucher for Simone as a 'thank you'.
		Invoice of £50.00 for domain name received. <i>(Paid 20.11.16)</i>
Membership	Currently 64 members. Waiting list 6.	One member has left, two unlikely to continue next term due to work commitments.
		JH to invite prospective new members to visit prior to joining.
Correspondence	Nothing unrelated to other items.	

Item	Discussion	Action / Comments
AGM (3.11.16 at approx 9.00pm)	Draft Agenda	Approved
	Chairperson	No nominations for chairperson have yet been received (20.10.16 - one received after choir rehearsal)
	ACC's chosen charities	One nomination received to date. (20.10.16 - another received after choir rehearsal)
	BP to chair AGM meeting	
	HB to prepare a secretary's report in lieu of chairman's report	
	Proposers of charities to be invited to give a short presentation (2 minutes at most)	(Done informally)
	Apologies	2 apologies received to date
Recent events	None	
Forthcoming events	22.10.16 (Sat) 8.00pm. ATTA Concert celebrating 10 years of twinning with Pertuis at Alton Maltings Centre.	Don notified HB with latest info – sent onto ACC. HB to email ACC with final instructions.
	26.11.16. (Sat) 11.30am. Watts Gallery, Compton - Victorian Christmas. (Contact;- Jackie Slack, ACC)	In hand. (Alex at the Gallery would like an idea of numbers – 22.10.16)
	3.12.16 (Sat) 7.00pm. Alton Methodist Church. A Hampshire Winter concert (Hampshire songs, carols, readings & possibly a Mummers Play.)	Deposit (£25) paid – total cost £125. Programme in hand. BP and CR finalising timings 28.10.16
	Posters/flyers	*Draft posters/flyers approved. BP to arrange printing by Treloar College.
	Tickets	BP to arrange printing by Treloar College.
	Refreshments	BP has an urn for heating punch. BP's husband has agreed to supervise it. Supply of mince pies, mulled non-alcoholic punch, cups, napkins to be organised nearer the time.
	4.12.16 (Sun) 1.30pm. Alton Assembly Rooms. Alton Yuletide Festivities. (Contact;- Emily-Jane Messenger, Alton Town Events Manager)	Currently no further action. 30 minute programme, hopefully the acoustics will be suitable.

Item	Discussion	Action / Comments
	4.12.16 (Sun) 3.30pm. Gilbert White House Museum, Selborne – Mulled Wine Weekend (Contact at GWH.:- Becky Muscato)	Currently no further action.
Forthcoming events (cont)	15.12.16 – Performance at Orchard House – Start 7.00pm	ACC will be most welcome. *BP to arrange a flyer for display at Orchard House.
	End of term ‘sing’ at Alton House Hotel.	Very positive response from AHH – JH waiting re confirmation. Discussion followed re finding a near-by venue to end the evening.
	Possible summer concert at Alton Assembly Rooms.	HB awaiting a response from Haydn. <i>(He is aware and will be in touch)</i>
	Possible visit to Brittany.	CR to delay contact due to changing circumstances re possible visit to Pertuis – see AOB
Website	Lyrics	Main material updated to site
	Sound files.	CR to send new sound files to BP
Publicity		All in hand – see items above*.
	Forthcoming events flyer	BP to design, print, and distribute at ATTA concert. <i>(BP to be reimbursed for expenses.)</i>
	Local radio.	BP to notify re events.
		<i>(After this meeting HB and BP agreed, that after the AGM, the press will be notified of the outcome of the charity collection.)</i>
AOB	Email to SL from Holybourne singers re publicising their concert on 3.12.16.	SL to reply explaining clashing events, therefore inappropriate to do so.
	Possible visit to Pertuis	BP and HB to meet with Rosemary Bugnet (visiting from Pertuis) to look into the possibility of ACC visiting Pertuis the foreseeable future. <i>(Done Sunday 23.10.16. BP to produce bullet-point notes.)</i>
Next meeting	Thursday 8 <sup>th</sup> December 2016, 7.00pm at The Friends Meeting House, Alton	

Minutes submitted by Helen Brown (Minutes Secretary)

Proposed by – Jenny Hallett

Seconded by – Carolyn Robson