

**ALTON COMMUNITY CHOIR**

**Minutes of the Committee Meeting – 14<sup>th</sup> November 2013 at The Friends Meeting House, Alton at 19.00hrs**

**Present:** Gill Moore (Chairman),  
 Helen Brown (Minutes Secretary),  
 Sue Lawrence (Treasurer),  
 Jenny Hallett (Membership Secretary),  
 Carolyn Robson (Musical Director)  
 Robin Sturdy (Committee member)

<b>Item</b>	<b>Discussion</b>	<b>Action / Comments</b>
Apologies	All members of the committee were present.	
Minutes of the last Meeting	Approval of the minutes of the committee meeting held on Thursday 24 <sup>th</sup> October 2013 was proposed by Jenny Hallett and seconded by Robin Sturdy.	HB to ask Alison Bucknall if she could put the approved minutes on the website for members to access.
Matters Arising	Helen sent copies of minutes of the recent EGM, AGM, Annual Chairman’s report, Annual Financial report and Accounts to Alison Bucknall to put onto the ACC website.	They are on the website where they are available to choir members.
	It had been agreed at the last meeting, but not formally proposed and seconded that ACC should rejoin Alton Town Twinning Association. Sue Lawrence proposed and Gill Moore seconded that ACC should rejoin ATTA.	Sue has the relevant forms for joining. She will apply for membership in the New Year in line with ATTA’s financial year.
Finance - banking	Sue has not yet been able to contact the bank to find out when the new signatories will be validated.	
Finance – Contract/agreement etc.	Gill Moore has emailed Joanna Ridout about the possibility of helping draw up an appropriately worded agreement. Carolyn explained that the fee for someone standing in for her would be arranged by her and would be in line with their level of experience, with a maximum of £100 a session.	GM to draw up the beginnings of an agreement for circulation to Joanna and the committee, inviting comments, before they are finalised and accepted.
Membership	Jenny Hallett has met with Sue Foulkes. She now has a current list of members, with telephone numbers and email addresses.	Jenny gave Helen the list. HB to cross-check email addresses against the choir list already sent to her from Gill Marsden.
	There are currently 62 members. There are 3 or 4 people on the waiting list.	Jenny will contact those on the waiting list, inviting them to come in January 2014.
	Sue asked if there was a record of members for the past year	Jenny did not have one.

Item	Discussion	Action / Comments
Correspondence	Information about a National Carol Singing Weekend to take place at Sainsbury's in Alton on 14 <sup>th</sup> /15 <sup>th</sup> Dec. was sent to Carolyn who forwarded it to the committee, explaining the difficulties involved and that ACC had felt that it could not accept any more bookings in the immediate future.	HB phoned Debby Bridger at Sainsbury's thanking her for the invitation and explaining ACC was regrettably unable to accept
	An email was sent to Carolyn from Forest Lodge Garden Centre inviting ACC to sing there on Wed 11 <sup>th</sup> Dec.	CR emailed thanking them for the invitation and explaining ACC was regrettably unable to accept as we are currently taking no more bookings.
	Andy Johnson contacted Helen with information about a singing workshop with Lucky Moyo on 23 <sup>rd</sup> November in Ash.	HB emailed choir members with the information.
Concerts	9 Nov. Community Centre, Alton. 7.30 £10 tickets	The event raised over £2,000. It was positive to be part of this community event. ACC's performance was good and very well received.
	22 Nov. Alton turning on of lights 6.30 Alton Market Square.	ACC need to assemble at 17.45 for a performance of Christmas Carols of about 15 minutes at 18.15.
	1 Dec. Gilbert White's House, Selborne. 14.45 – amended time.	Contact Freda Lemmon to find how long a repertoire is needed.
	12 Dec. 7pm Borovere (Care Home), followed by a normal rehearsal – going ahead as planned	Final details still TBC (10 Borovere Lane, Alton, Hampshire GU34 1PD)
	19 Dec. Golden Pheasant, Lower Farringdon, 8pm – going ahead as planned	Mince pies and mulled wine to be provided by landlord.
	Members are asked to tick on the register, circulated at Choir rehearsals, what events they will be able to attend in order to inform CR of numbers.	
	Carolyn has been approached by Edwin Rolls, leader of a choir in Rowledge, with the idea of having a joint concert at some time, possibly with a choir based in Crondall.	CR to maintain contact with the intension of arranging such a concert at some time.
	Information only. Memorial Concert for Sarah Morgan. Sunday 13 <sup>th</sup> April 2014 – ACC will not be involved as a choir.	Details will be available nearer the time.

<b>Item</b>	<b>Discussion</b>	<b>Action / Comments</b>
Trip to Herborn, Germany.	Ursula, in Germany, is very enthusiastic about the proposed visit. Ideas as to timing and transport details are in the very early stages of investigation	Carolyn is currently the contact. (Coach would probably be the cheapest option)
	A minimum of approximately 30 singers will be needed.	
	It was suggested a questionnaire could be sent to choir members to determine their possible interest and availability.	Questions to be included, and when such a questionnaire would be distributed, was not discussed.
Website	The committee needs to establish whether Alison Bucknall is willing and able to continue to manage the website.	HB to enquire when asking if Alison could put the committee meeting minutes of 24 <sup>th</sup> October onto the website.
	Much of the website needs updating – especially under ‘contacts and links’.	SL has identified some areas needing change.
AOB	There was no time for AOB. Items for a future meeting include discussion of the roles and responsibilities of members of the committee, arranging for an events co-ordinator and for arranging for publicity and photography. Because there is so much to be dealt with it was agreed to allow more time at the next meeting.	
Next meeting	Thursday, 9 <sup>th</sup> January, 18.30 hrs at The Quaker Meeting House, Alton.	

Minutes submitted by Helen Brown (Minutes Secretary) 18<sup>th</sup> November 2013

Proposed by

Seconded by