

ALTON COMMUNITY CHOIR

Minutes of the Committee Meeting – 16th November 2017 at The Friends Meeting House, Alton at 19.00hrs.

Committee: Ann Foulkes (Chairperson), (AF)
Helen Brown (Minutes Secretary), (HB)
Sue Lawrence (Treasurer), (SL)
Christina Good (Membership Secretary), (CG)
Carolyn Robson (Musical Director), (CR)
Barbara Parry (Publicity officer), (BP)
Pete Stephens (Committee member), (PS)

Sue Lawrence chaired the meeting.

Item	Discussion	Action / Comments
Welcome	The new membership secretary, Christina Good, was welcomed.	
Apologies	Ann Foulkes	arrived about 7.30pm
Minutes of the last Meeting	Approval of the minutes of the committee meeting held on Thursday 12 th October 2017.	Proposed by Carolyn Robson seconded by Pete Stephens. The minutes were signed
Matters Arising	No matters arising – other than in items elsewhere.	
Finance	As at 10.11.17 Charity Fund £ 164.91 Overseas Fund £ 469.80 General Fund <u>£ 7,975.73</u> Total <u>£8,610.44</u>	
Membership	62 members – 3 vacancies	One new member expected in January (<i>has since declined the offer</i>)
Correspondence	All covered below	
Recent events	AGM – all went smoothly	Draft minutes now on website
Forthcoming events/concerts	02.12.17 – Winter concert – 7.00pm – Alton Methodist Church.	
	Tickets	Available from SL Ensure someone available to sell tickets 'on door'
	Open up at 6.00pm	SL to liaise with Jill (church office) and Helen Smith who has a key
	Set out chairs	SL to email ACC for volunteers
	Warm-up time	6.00pm – SL to email ACC
	Uniform – standard black and red	SL to email ACC
	PA system	Church has a PA system we can use.
	Refreshments – mulled non-alcoholic punch. Urn. Mince pies	SL to be responsible for punch. BP has an urn – need PAT testing, BP to arrange. SL to email ACC for, if possible, home-made mince pies.
	Programmes	CR to provide info to BP. BP to arrange printing with Treloars.
Press release / publicity	BP to arrange with media.	

Item	Discussion	Action / Comments	
Forthcoming events/concerts (cont)		BP to email info to Sarah Morgan Foundation	
	Charity information sheet - laminated	BP to arrange	
	03.12.17 – 3.30pm. Singing at Gilbert White’s House, Selborne.	Meet up at 3.00pm. (<i>The Oates Meeting Room will be set aside for warm-up.</i>)	
	09.12.17 – 7.00pm. CHIKS Concert (contact Robin Radley) Farnham Methodist Church.		Programme of material similar to 2.12.17. plus item from Paul Tabbush (Northumbrian pipes) also Barbara and Pete – TBA
			Warm up at 6.00pm – HB to circulate info
			HB to email ACC with information
	Publicity posters/flyers	BP to adapt 2.12.17 poster	
	14.12.17 – 7.00pm – singing at Orchard House	AF liaised with manager who will produce an advertising poster ACC in ‘casual’ festive uniform	
	14.12.17 – 8.00pm – ‘The Crown’ – end-of-term get-together		
Visit to La Gacilly, Brittany. Contact in France – Julian Weaver	HB to contact TopMarks for info re deposit (<i>done 20.10.17</i>) CR to contact Julian re hotel/s. (<i>16.10.17 – provisional numbers - 31 ACC + CR, 7 guests (3 ACC planning to travel independently)</i>)		
Trip to La Gacilly, Brittany, France. 2018	Friday 22 nd June to Monday 25 th June Julian Weaver – contact in La Gacilly		
	11.10.17 Quote received from TopMarks coach company £3,750, inclusive of ferry. Accommodation and meals for driver to be found.	Deposit for ferry paid to TopMarks - £122.50 – 16.11.17	
	Latest likely numbers	probably about 36 passengers 31 singers + CR. 9 guests. 3 choir members travelling independently	
	Hotel – Ibis at Redon	(fairly basic) about £50.00 per room per night Visitor tax, extra. Breakfast, extra.	
	Information email and booking form	SL and HB to liaise. Circulate to ACC after 2.12.17	
Possible events	Possible joint choir concert with Basingstoke Male Voice Choir	Contact is Jenny Thurgut. BP trying to arrange a date in the spring when key personnel are available. BP has dates when Assembly Rooms are free.	
	Concert to raise awareness of Music in Detention	Next term consider	
	Choirs get-together	Currently no further action	
	Concert or? With Cecil Sharp House choir?	Currently no further action – (CR has a contact with The Village Quire, possibly in Herefordshire!)	

Item	Discussion	Action / Comments
Website	Lyrics	Updated
	Soundfiles	Updated
	Diary dates	Updated
	Approved October minutes	HB to contact Debbie to transfer put on site – <i>(done 22.11.17 – updated to site)</i>
Publicity	Publicity re winter concerts and events.	Local media to be notified – BP
Facebook	frequently updated	Thanks, Debbie
	A HD photo is required for Facebook and publicity	Photo to be taken before concert on 2.12.17
AOB	Leader Exchange – next term	To be arranged – CR
Next meeting	Thursday 25 th January 2018, 7.00pm at The Friends Meeting House, Alton	

Minutes submitted – Helen Brown

Proposed by – Pete Stephens

Seconded by – Barbara Parry