



Affiliated to Making Music  
Registered Charity No. 288724

### Minutes of the LCS Committee Meeting 18 January 2019 in Hayloft

<b>Present:</b>	Shirley Hewitt	Chairman
	Nichola Kirby	Treasurer
	Maureen Askin	Soprano Rep
	Sue Rusling	Alto Rep
	Barry Kent	Tenor Rep
	Chris Hobby	Bass Rep
	Sheila Hammond	Membership Sec/Fundraising
	Viv Parsons	Publicity
	Ann Blacklock	Librarian
<b>Ex-officio</b>	Michael Goldthorpe	Musical Director
<b>Apologies:</b>	Karen Brett	Secretary/Assistant Treasurer
	Ann Lewington	Patrons/Associate Members
	Jill Hendeby	Fundraising
	Timothy Rice	Accompanist

1. **Welcome and Apologies.** Shirley welcomed all to the meeting, which started at 7.15pm, in order to ensure the meeting ended at a reasonable time. Shirley explained that Barbara Warburton, previous Minute Secretary was not attending choir at the moment; Shirley would keep in touch with her, as she would be very welcome to return.

2. **Minutes of last meeting.** The minutes were agreed with no amendments.

3. **Matters Arising.** There were no matters arising

#### 4. **Chair Report.**

**Grants and Donations.** The Chair highlighted the awards of the grants and donations. The LCS was one of a few organisations/societies who had received the Town Council grants, details of all grants and minutes of Council meetings were available on the Town Council's website. The NFDC Grant towards the 'Creation' orchestral/vocal scores was still anticipated.

**December 2019 Concert Date.** It was noted that the concert date of 14<sup>th</sup> December was a couple of weeks later than normal. It was reported that one choir member was concerned that both our 2019 Concert dates clashed with those of the Brockenhurst Choral Society, and asked whether we could consider de-conflicting in future. The clash was regretted, however we depended entirely on the venue's availability when making bookings; in December, the first 2 weeks had already been taken.

**Future Concert dates.** The 2020 Spring Concert date was already fixed for Saturday 30<sup>th</sup> May, as the French Choir would be visiting us for a joint concert. We would endeavour to plan even further ahead to secure our choice of venue on optimum dates, keeping other societies informed.

**Fire Evacuation Plan.** Shirley reported that we were much further forward in the arrangements for an emergency evacuation, and the Plan was on the main noticeboard. However, no fire drill was organised last term to avoid the choir standing outside in the cold. There was likely to be one during the latter part of this term.

## 5. Musical Director's Report.

**May 2019 Concert.** The number of musicians in the orchestra would be 24. Currently there were 82 in the choir. This number would drop a little as it has been confirmed that a couple of members will not be coming this term.

**December 2019 and May 2020 Concerts.** Michael elaborated on his choice of music for the next two concerts. The hire costs for the Wassail scores were likely to be some £620, and the cost of a 5-piece band using local musicians would be under £1000. Ann was asked to investigate whether any choir had the music for hire. It was agreed that the Wassail's band accompaniment would be interesting for the audience, and would give a completely different view of what the Society could do. The Geoffrey Bush Christmas Cantata could also be hired, again likely to be expensive as the music was still in copyright. In order to give the choir an overview, Michael would put a few tracks on the LCS Website. It was agreed that the choir were likely to welcome the smaller band; notwithstanding the choir being 70-strong at the last concert, there had been difficulty being heard above the orchestra, especially when the brass section were playing. There would be good opportunities for advance publicity at both the Christmas Tree festival (the Committee would be asked to consider meeting the cost of a tree to decorate), and the Rathbones Carol Service.

In general discussion on choir's contributions to music costs, it was acknowledged that their payments for the scores helped offset the costs, and their subscriptions more or less covered the Rehearsal expenses.

In May 2020, Michael had suggested to Véronique that the first half be miscellaneous music, and in the second half Carmina Burana, when there would be a requirement for two pianos and percussion, Michael was happy to lend his piano.

**Grants from Trusts.** The VEC Acorn Trust had already pledged 50% towards the soprano fee for the Creation, and had promised to contribute 50% in future to any soloists we used whom they had vetted. The Josephine Baker Trust grants were restricted to soloists from the Royal College of Music and Royal Academy of Music.

**French Visit 2020.** Planning needed to start soon, and Shirley would be asking for volunteers to form a working group in late Summer. The lunch venue would have to be considered earlier in order to secure a booking. Discussion followed on venues with reasonable charges, which would accommodate large numbers (e.g. South Lawns, Walhampton Arms, Elmers Court). The Entertainment Fund currently stood at £747, an increase on the previous year, due to a surplus amount from the coach costs. This amount would be used towards the visitors' lunch; host members paid for their own last time and other choir members had been unable to be involved due to the venue's restriction on numbers. Shirley invited Committee to start thinking. The expected visitor number was 50+.

## 6. Treasurer's Report.

**a. Financial Report.** Nichola updated the meeting regarding an adjustment to the financial report which had been amended to reflect a surplus of £368.89. The revised version would be sent out to the Committee. The report showed totals in comparison to the same period last year. Ticket sales and programmes were down on last year. In addition to the reported income from Adverts, the recent bank statement now showed a further £50 from Home Minders and £25 from Eric Robinson. Music costs were lower. Nichola mentioned the Rehearsal raffle and drinks income, which was considerable and was much appreciated. Viv clarified that the cost of the banners was included with the 'Posters' total. Shirley had a query on the A&T advertising totals against the invoices; Nichola would cross check with Karen when she returned. There was further discussion on method of payments for adverts, and Nichola suggested that Karen should be the main point of contact. Expenditure on black folders appeared high, and it was clarified that Karen had purchased 22 which was regarded as a one-off cost to ensure adequate stock; there should be no need for more for a couple of years.

## **b. Internet Banking.**

Proposal 1. The Treasurer requested approval for the Lymington Choral Society to access Internet Banking with HSBC.

Approved unanimously by the 9 Trustees present and 1 proxy vote.

Proposal 2. The Treasurer requested approval that the Treasurer and Secretary/Assistant Treasurer both have access to the Lymington Choral Society Account through the internet and that these two people should authorise any internet payment.

Approved unanimously by the 9 Trustees present and 1 proxy vote.

Nichola would deliver a form to Shirley for signature.

It was agreed that the Chair would make spot checks of the Treasurer's and Secretary/Assistant Treasurer's LCS financial activities on the internet on a regular basis. This would be in addition to the annual inspection by the Independent Examiner.

**c. Members' BACS payments.** With effect 3rd January, 10 members had paid their subscriptions directly into the LCS account. Nichola would provide lists of names to Karen until the internet banking facility is provided when she would then be able to access the information herself. The Voice Section Reps would continue to monitor members' payments, there were still a considerable number paying by cheque. There was discussion on the subscription totals in the accounts not necessarily matching exactly the number of members, but it was to be expected that some late payments would straddle the financial year. Shirley asked Voice Reps to note that for anyone who appeared to be having difficulty paying, there could be further discreet Committee discussion as required.

## **7. Publicity Report.**

Viv reported that the equipment for erecting posters, banners and A Boards had now been passed to Tony Harris, who had kindly agreed to take on the job. David and Viv would still do the ordering and David will then remind Tony in the period leading up to the Concert where and when to place the material. Viv was grateful to others like Virginia and Karen who rescued the banners when they were detached during high wind.

Viv confirmed that the income from programme adverts totalled £152.50, which included a new company: Home Minders. Disappointingly a lot of previous advertisers no longer support the choir, and Viv would be grateful if the choir could acknowledge those who did. Ian Handscombe had suggested that the LCS forged links with CODA in order to encourage younger people to join. Michael had been there as they sometimes did exams; there were also individual lessons there, and they did have their own choir. Ian was willing to contact them, to invite those interested to experience being in a large choir and it was agreed that it might be worth trying, although the timing of any approach would need to link in with the period leading up to the LCS's next Open Rehearsals. *[Afternote, for Committee's info: CODA's website is: [www.coda.org.uk](http://www.coda.org.uk)]*

Regarding Open Rehearsals, Viv commented that it was disappointing that notwithstanding advance publicity, there were no new members at Open Rehearsals. There were a couple of previous members who had returned.

Shirley congratulated the Publicity Working Party on their hard work, especially to David, on the publicity leading up to the Concert, and also for their success with programme adverts, the latter contributed markedly towards the cost of the Society's own advertising.

Michael remarked that the design of 'Chaos' on the Open Rehearsal publicity was impressive and he might use it for the May Concert poster.

## **8. Secretary's Report**

A new item, as Karen was not going to be at the meeting.

Karen has made some suggestions for the future concert:

**Programmes:** too many left and not so many would be printed in May.

**Ticket Prices:** There had been 50 balcony tickets left after the concert and she considered that they did not need to be offered; she was proposing that all tickets were at the same price @ £15. Discussion followed on the pros and cons of being in the balcony,

overall it had good acoustics and there were a number of seats where people could see, with screens where they couldn't. It was agreed for the next concert to charge the flat rate of £15 for the next concert and people choose to go upstairs or stay downstairs. Entry for 16 year olds and under was free, and for parents of the school choir an advanced discount deal through Michael had been offered, although in the event only a couple took it up. Michael would change the details on the internet Concert Diary.

## 9. Other Reports.

### **Fundraising.**

Sheila reported on behalf of Karen, that the Quiz would take place on Friday 5<sup>th</sup> April at Milford Community Centre. After consideration it would not be opened up to the general public in order to avoid 'professional' quizzers. However, choir members would be encouraged to bring as many friends as they could. Maureen would ask Karen if she would like the Bar to be open.

Sheila confirmed other dates as follows:

The Spring Fayre would take place on Saturday 4<sup>th</sup> May in St Thomas' Church Hall.

Sheila and Jill would be pleased to host morning coffee and afternoon tea respectively during June.

Maureen had arranged for the First Friday Charity Lunch at Milford on Sea to take place. (the first Friday in the 2019 diary was 1<sup>st</sup> November, to be confirmed). The target attendee number was some 100.

Shirley proposed that due to the availability of more baskets from Ann Lewington, that each fundraising event had a raffle, including the Spring Fayre. Viv was optimistic that Cynthia would be happy to have the raffle basket at the information/ticket table. Nichola would check the documentation regarding the requirement for a 'Lottery licence'.

In general discussion on fundraising and donations, Shirley was confident that if the planned Fundraising activities maintained the same momentum the target of £3,000 would be achieved. It was confirmed for clarification that the Rathbone Carol Service income was a donation, not a fee. Any further opportunities for income from donations for an event the choir attended would be welcomed. Chris mentioned the National Service of Commemoration for the Bi-Centenary of Admiral Sir William Cornwallis on Friday 5<sup>th</sup> July and enquired whether the LCS would be available to augment the All Saints Church Milford Choir. Details still needed to be confirmed. Chris was invited to come back to the Committee with a specific request and the choir would be canvassed. From previous experience, there was some concern that the choir was often unbalanced, in particular due to the unavailability of male voices, and this could often dictate whether it was practical for the Society to be involved.

### **Librarian**

Ann reported that the Gounod books had been returned in good time. There was discussion on defacing of copies, there had only been a small amount, nevertheless Shirley had recently reminded the choir of the guidance for marking of LCS hired/purchased copies. As usual, Deborah and Ann had cleaned up the books of pencil markings, before they were returned, but now Deborah had left the choir for the time being. She had been very helpful to Ann and Shirley would write a letter of thanks.

Janice Sears, a relatively new Alto, had been very helpful during the Open Rehearsals assisting with handing out the Creation copies.

**Music Hire.** Recently Ann had sent 38 copies to another choir for Mozart's Te Deum, giving us an income of £38.

**Storage cupboard project.** There was an opportunity during this year to improve, perhaps even redesign/replace the storage cupboards outside the Wellington Room.

**Membership.** 4 members were not coming this term, and 2 previous members had returned. The choir now totalled 80. Sheila would provide the lists soon.

Viv would be removing her e-mail group list as it was likely to be out of date. Karen had an up to date list, which she could update as required from Sheila's membership list which was in spreadsheet format.

## 10. Charges for Lost or Defaced Music.

**Copies owned or provided by LCS.** Karen had proposed that LCS-owned music was numbered and recorded against the borrowing member as for Hire Music, and that Hire charges were set at a level that would cover not only hired music but also the provision of photocopies. The numbering and recording of LCS Music was agreed.

**Photocopying Charges.** It was commented that if additional charges were to be set, there would need to be some advance notice to the members. As this term had already started, it was more advisable to remind the Choir about using the Website and where possible, printing off additional music. The Website also provided much assistance, such as access to the practice files, which Michael spent a lot of time preparing. The Choir would be asked to recognise that the Website was a Membership Service and there was a regular cost involved. Shirley would make an announcement at rehearsals. As always, those who were unable to access the Website or print off copies would be able to ask for a hard copy, but it was hoped that this number would be much reduced. The outcome of this approach would be monitored and the item would be re-visited at the June Committee meeting.

**New Music.** During the term, as the initial impression was that the rehearsals for the Creation were going well, it was likely that Michael would introduce additional music, for example from the Madrigals book, in advance of the 2020 French Concert. Ann was asked to count how many were in storage in case more were needed.

**Loss of Music.** Karen had also proposed that any charges incurred by libraries for defaced or replacement copies, be recovered from the member(s) responsible. Regarding defaced copies, having been covered at the Librarian's report above, the Committee agreed that Shirley's recent announcement had sufficiently highlighted the matter to the choir.

## 11. Any Other Business

**Versions of the Creation.** Chris brought up the matter of how some members were using different versions of the Creation and discovering disparities in notes/words. Michael explained that the Old Novello version was the one which the Choral Society had hired, but there were other versions around e.g. New Novello. Ideally the Library copies should be used. However, if members wished to use their own versions, it wasn't a good use of rehearsal time when they had queries regarding the disparities. Michael explained that the problem was that there was no definitive English translation, however at least with Novello the versions were roughly the same, with just some adjustments needed here and there. It was suggested that the members took a library copy away to copy in the changes, are invited to wait until the break to resolve their queries and meanwhile share with someone who had the right words/notes.

12. **Date of next meeting.** Wednesday 12<sup>th</sup> June 2019, in the Hayloft. The meeting will start at 7.15pm again. (Sue: apologies)

**The Meeting ended at 9.20pm.**