

# *Mevagissey Male Choir Minutes of Committee Meeting*

15th November 2016 7.30pm at Mevagissey Social Club

**Present:** N. Nichols, D. Leeson, G. Hoskins, P. Bowker, M. Thompson, S. Lawday, M. Tate, C. Williams, P. Vellenoweth, S. Flavell, T. Scarratt.

**Apologies:** R. Mitchell, H. Stobart, C. Burnett

**Minutes of meeting held on 11<sup>th</sup> October** proposed M. Thompson, seconded M. Tate

**Matters arising:** P. Bowker stated that he had now received a firm quote for the Risers tubing, fittings and bending to radius of £334 plus VAT and was waiting a second price via Chris Williams' engineer. CW confirmed that he had received a price of £300 plus VAT which excluded the need for fittings and bending. Final details to be investigated and if satisfactory, the committee approved that the expenditure should be made. Peter Bowker was happy to visit the engineer if needed – but would like the new work to be available for the Christmas concerts.

P. Bowker asked D. Leeson if Barley Sheaf has paid choir money owed from sale of beer, answer - no record of payment, Peter to chase. Afterglow after St. Austell Christmas concert possibly at the Holmbush. (Post meeting note – Holmbush unable to oblige and the alternatives are the Longstore at Charlestown and the Polgooth Inn – both of which can accommodate us.)

P. Bowker asked if the music committee could report back to the main committee, so that the results of the Music Committee's decisions could be exhibited on our Members' page. C. Williams to try if they have any meetings.

**Chairman:** I have been approached by Mevagissey Primary School to help with their singing, some members to attend on 22<sup>nd</sup> November to teach Cornish songs, their School to sing at Mevagissey's Christmas concert. Unfortunately no other choir available to sing with MMC at the St. Austell Christmas concert. G. Hoskins producing tickets for concert, Cornish Riviera Box Office fee 6% + 5p to sell tickets, this is worth considering, Chairman to contact, Tickets priced at £6

**Secretary:** nothing to report

**Treasurer:** At last there is a lull in the action! The Cyprus Trip is over and we're back to a quieter life, financially. At the beginning of the month we were still reaping the rewards of Peter Bowker's hard work with payments for programme adverts, while CDs continued to contribute to our sense of well-being, and subs and donations from informal audiences at the Fountain also helped. I received a reminder that we hadn't paid our Federation subs, so belatedly rectified that situation, and was heartened to receive £140.00 from Paypal for online CD and Track sales, bringing the total for the year to £240.00. I at last learned where to send our donation to the Plymouth Military Wives, and was pleased to send it off, a full month after the event! You will notice that I spent £25 of Choir Funds on the engraving of presentation plaques to give to the Cyprus Choirs.

While on Cyprus, at Clifford's suggestion, I used some of the income from CD sales to fund the purchase of a bottle of Brandy to present to Graham Rundle as an expression of our appreciation of all his hard work and the wonderful time we were having.

You may notice that there is no "Gift Aid" payment recorded in this, the final month of our financial year. I had the application form returned to me because I had not completed it correctly. I have re-submitted it, but too late for the payment to be received in the relevant financial year. My apologies. You will see by comparing the bottom lines of the "Tot.Inc." and "Tot.Exp" columns, that we appear to have lost about £3.5k which is about £500 more than we anticipated.

I have enhanced this year's final Budget statement to show how the various "Transient Funds" (perhaps better described as "short-term projects") have affected the Choir's overall financial situation. These are at the bottom right of the chart, and, as you would expect, we won some and lost some. Where large amounts were involved, there had been some budgetary allowance made, so there were no really big unpleasant surprises.

There are obviously some discrepancies in the Budget planning sheet, as it does not accurately reflect the final figures on the Transaction Sheet. As the books had to be submitted quickly to the accountant, I shall have to await their return to establish where the errors have crept in, and try to rectify them before the AGM. I suspect that the Concerts figure includes the Quay Concerts, which are also included lower down the Income Column, but there must be other anomalies. There are however, things we do know which need to be borne in mind when drawing up next year's financial plan/forecast. I have tried to put all relevant info onto the one planning sheet for the next year, showing actual expenditure in red against last year's estimates in black and next year's in blue.

We know that we need to raise more revenue from subs. I suggest that we go for a figure divisible by 10, so that those members, who wish to do so, can set up standing orders or Direct Debits, to be paid monthly from January to the end of October (10 months). I would suggest either £90 or £100. (Raising from 55 members £4,950, or £5,500). I have put in £100 for this document, but it is obviously subject to approval. We know that Concert Income this year was inflated by Minack and HfC by about £3.5k. This would suggest to me that we should reduce our last estimate by about that much, to £3.5k.

We need a better system for collecting uniform monies from new members. I am not confident that I have been aware when every new member has received his uniform. It may be that we ask Chris Bale to withhold uniforms until the contribution has been paid.

It would appear that our estimate of income from the on-line sale of CDs and tracks is about right, and I suggest that it would be realistic to leave it where it is.

We know that sale of advertising space in our programmes was enhanced by two high-profile concerts, so I would not expect to replicate last year's income, but perhaps we could manage £2k.

We know that Donations this year included £1k from the Feast Week Committee, but we do seem to be receiving a lot of donations from Friends, and supporters in the Fountain (upon neither of which, at present, are we claiming Gift Aid), so perhaps £1k is a safe figure.

We know Bank Interest is not set to improve much over the next year, and as we have less in our account, it may be a bit optimistic to leave the estimate as per last year, but it's such a small proportion of our funding as to be of little consequence.

We know that CD sales at our two high-profile Concerts were not particularly exciting, and we have a new, Christmas CD to stimulate sales, so I suggest we factor in £3k.

We know that Quay Concerts are very dependent on the vagaries of the weather, so it would be unwise to be too optimistic, and I propose that we only increase last year's estimate by a small amount.

We know Gift Aid this year will be in the region of £1k, and it may be more sensible to make our claim at the end of our financial year rather than just after the quay concerts.

On the Expenditure side, the Honoraria appear to be well below estimate, despite the fact that we have increased Graham's by £10 to help him with the mileage costs he is incurring from Plymouth. This is because I debited the cost of their wives' Cyprus trip from each of their payments, so the actual cost was £1,340.00 more than appears (i.e. £5,874.) In light of this, I believe we should factor in £6k for Music Team costs next year. Librarian Costs have been much as expected and I think should be fairly stable so would retain last year's estimate, but with new members still being attracted, I think we should increase Uniform allocation to £2k.

I have doubled the allocation for Donations & Subs in the light of recent experience, though am aware that some of that was payment to military Wives' Choirs. Printing exceeded estimate, so I have raised its allocation. We over estimated on the cost of venues last year, so I have reduced the estimate there. I bore in mind that under the heading of Equipment we have had some one-off expenditure this year on rails for the staging, so have left the allocation the same for another year. Transport costs went well over estimate, but we had the two high-profile concerts when we paid for our guests' transport, so I suggest that we leave that estimate as last year. I don't believe it would be good business sense to launch another CD next year, even if we do have the material, so would further reduce the estimate as from year, so that there are funds to support the making of tracks, but not their publication. I would have thought that there were also a number of one-off costs incurred with publicity, so there should be less expenditure next year, but perhaps we should expect to spend about £1k. Committee expenditure is always difficult to guess, but I have left it as per last year in an attempt to promote frugality. The charge for the Chapel seems to be covered by last year's estimate, (i.e. £1k)

The Committee thanked David for all of his hard work.

**Concert Sec:** London Welsh Choir are keen to sing with us in The Eden project in 2018, G. Hoskins suggested that a sub committee should be formed to support London trip to the Albert Hall invite expected in the new year. Agreed. Committee thought the Minack would be a better venue. M. Tate to liaise with C. Burnett on publicity and forward details to the London Welsh Choir to seek to persuade them to sing at the Minack rather than Eden. The other possibility was the Hall for Cornwall.

**Publicity:** Cyprus pieces in Guardian and Voice, to my knowledge, with Curium photo. Also sent to Nat Assn mag, Tower & Spire and others

CD Story sent to Tower & Spire – and other papers

Radio Cornwall – interview re CD and Cyprus booked for 3.30 on 5/12

Portscatho didn't want our help with publicity

Charlestown handled own publicity, but thanks to Peter Bowker for banner – and for supplying poppies

Seahorse – CHSW did own publicity, but with no tickets available, no need for more.

Newsletter No 30 sent today

(Omit this duplication) Thanks to P. Bowker for Banner at Charlestown Church plus supplying the Poppies

**Webmaster:** Web page all up to date, no information on forthcoming events . Webmaster to be supplied with info ASAP.

Software may need updating next year, Teach tracks need editing, software may also be needed for this task. MWDT estimated £50 - £60 approx for cost of software.

Simon Lawday suggested a 'phone APP for the Website to make access easier for those not in constant reach of Emails and internet. Webmaster thought this an excellent idea and would find out if this could be achieved.

Thanks from Committee for all of his work on the Choirs Web page.

**Fundraising:** Not much opportunity for fundraising at the moment, will try the Holmbush for the afterglow. (See post meeting note above).

**Social Sec:** Double Brandy booked for Christmas dinner still waiting for Christmas Menu. Peter Bowker said that ticket price needs increasing from £19 last year which had a loss of £119. To be agreed

**Almoner:** No report

**1<sup>st</sup> Tenor:** Dave Smith new member, nice to see Ivor back in the Choir

**2<sup>nd</sup> Tenor:** No report

**Baritone:** No report.

**Bass:** P. Uzzell still doing well, nice to see Steve back.

**Music committee:** No report

**AGM Agenda:** Email voting by committee members restricted to situations where urgent decisions were needed, to be added under Constitutional changes.

It was agreed that the Committee membership of the webmanager should be *ex-officio* and not be an elected post and therefore did not need bringing to the attention of the AGM.

**AOB:**

**1** G. Hoskins has produced all the tickets for our Christmas concert at Holy Trinity Church.

**2** G. Hoskins, Alison Harvey should be invited to our Christmas dinner for all of her good work at our HFC concert, for no fee, this would be a nice gesture, plus Billy and Lynne from the Fountain as a thanks from the choir M. Tate to send an invitation to both.

**3** S. Lawday asked if MMC could do a concert with Alison's choir in the future.

**4** T. Scarratt has been asked if the choir or committee would have any objection to the wives and partners forming their own ladies social side as they had such a good time in Cyprus, when they had the time to meet and talk with other wives and husbands, when they never get the opportunity to do so in the past, after much discussion, it was thought this a very good idea and probably best to set up a Facebook page for any wife that would like to participate in this D. Leeson thought that Carolyn George was going to sort this .

**5** T. Scarratt proposed that fees be put up to £125 to include the Choir's Christmas dinner, seconded by D. Leeson vote failed.

**6** T. Scarratt fundraising needed to help subsidise members to get as many choristers to the Albert Hall as possible.

**7** N. Nicholls stated that better black folders where needed for Christmas music. P. Bowker to investigate and report back with samples and costs.

**8** N. Nicholls stated that G. Willcocks was unhappy at losing a rehearsal to the AGM on a Monday , wait and see how it goes , possibly change next year's month for AGM

Meeting Closed at 10-05