

# Mevagissey Male Choir Minutes of Committee Meeting

7-30 15 March 2016 Mevagissey Social Club

**Present;** - N. Nicholls, D. Leeson, P. Bowker, M. Thompson, C. Burnett, M. Tate, S. Lawday, B. Hocking. P. Vellenoweth, R. Mitchel, C. Williams, S. Flavell, T. Scarratt

**Apologies:** - G. Hoskins, H. Stobart.

**Minutes of meeting held 16<sup>th</sup> February.** Proposed C. Burnett, Seconded M. Tate

**Matters arising:-** Thanks to M. Fox & M. Thompson for all of the work achieved on teach tapes, followed by a long discussion on Cyprus trip, deposits to be forfeited on any cancellations, 10 places still available to be sold if not used by choir members, concerns of choir exposure to the possible expense/ loss to the choir, possibility to ask other choirs to participate, remind choristers to take out insurance. Charity commission – the whole committee to be trustees, they are to read and understand all available literature and demonstrate the standard to the above.

**Chairman's Report:-** has noticed that the new teach tapes are very usable, he has been in contact re Feast Week concert in aid of MIND for Robin Hunkin, plans to be implemented soon, Feast Week to be put on next month's agenda.

**Treasurer's Report :-** February was a relatively quiet month in financial terms, partly, perhaps, because I missed a couple of practices and was not there to collect members' subscriptions. CD sales at the Fountain and Heligan contributed £84 to income, Cyprus payments contributed £2.7k, and £525 came from subs. The principle expenditure over the month was the MD's Honorarium. Interest of £39.47 on our High Interest Account was a welcome surprise. The Spending Plan shows, along the "Main Fund Totals" line, that when payments for Cyprus are taken out of the equation, the choir's expenditure so far this year still exceeds its Income by about £1k, and this is mainly due to the slow payments of Subs. The documents in front of the committee are self-explanatory in my view, but I am prepared to answer questions. I should also like to take this opportunity to apologise for my absence from the next committee meeting, in April, as I leave the country on April 11<sup>th</sup> and only return on May 1<sup>st</sup>, by which time I shall be asking for final payments for Cyprus and promoting the sale of any remaining seats to anyone who would like to join us! I hope to have received our Minack Tickets by next week, and have them distributed by the first practice in April. I should have had the statements for March in time to write a report. Apologies for not being here at next meeting

**Secretaries Report:** - no letters sent or received, Email received from National Association of Choirs notification of AGM and conference at Newcastle upon Tyne

**Concert secretary:** - Mysteg Gleemen/ Bridgend April 2017, 7th October 2017 Ilfracombe Mousehole/ Meva. Concert 21<sup>st</sup> October 2017, 12<sup>th</sup> November 2016 @ Seahorse Inn to be put to choir on Monday.

**Publicity; - Media.** Piece about Christmas CD published in current edition of Tower & Spire. Pre-publicity for Minack in next edition. This will be sent to Guardian, Voice, PL24, and other local media, nearer the time. However, it would be good to mention in the Tower & Spire, our Feast Week concert, and that it will be a tribute to Robin Hunkin. But I don't want this to appear if it's going to be a shock to anyone. Is the committee happy for me to do this? **Fishermen's Mission 'Network' magazine** carried piece on Blessing of the Fleet last autumn, with photo – but called us Polperro Fishermen's Choir! I have been on the case and they have said they will print a correction – but nothing yet! **Amy**

**Griffin**, Falmouth Uni student, studying Press & Editorial Photography asked if she could take some photographs of the choir and its activities for a project that she has to complete on a community group by the end of May. She says she spotted one of boards when in Mevagissey, read up on the Choir and I thought that it was “really lovely that such a large group of men come together with their love for singing and that modern pop music is incorporated into an often traditional hobby.” She has promised access to all of her imagery and/or videos for our website etc. She has also agreed that she will not share anything she does with anyone else without our permission. As some of you know, she came to choir practice last night (and to the pub afterwards) and loved it. And I think everyone will agree, she was a charming guest. She will be back, and has also suggested getting a picture of everyone on the quayside. Perhaps late April would provide an opportunity – half hour before practice? She has also ordered a ticket for Minack – perhaps if we use any of her photos, we might reimburse her by way of thanks. **Friends** Another £50 donation in last month . M. Thompson asked about using choir tracks with her photos

**Social secretary**;- Other venues being sought for Christmas choir dinner.

**Fundraising**;- Emails sent and many replies received all going very well. Minack programmes - St. Austell Brewery to pay for printing, local public houses involved with advertising. Programmes to be sold at £2. HFC to sell programs for us @25% possibly sell ourselves. Lots of favourable results received. Minack mini buses thought be used instead of one coach although it could be more expensive .

**Almoner**;- Card sent to Stan Kertley

**Web manager**. - Various reports, 10,000 hits on website,

The MMC is required to comply with the Data Protection Act which requires that data is used in the following way:

fairly and lawfully, for limited, specifically stated purposes, in a way that is adequate, relevant and not excessive is accurate, kept for no longer than is absolutely necessary, handled according to people's data protection rights.

- a right to object to processing that is likely to cause or is causing damage or distress;
  - a right to prevent processing for direct marketing;
  - a right to object to decisions being taken by automated means;
  - a right in certain circumstances to have inaccurate personal data rectified, blocked, erased or destroyed; and
  - a right to claim compensation for damages caused by a breach of the Act.
- a right of access to a copy of the information comprised in their personal data;  
kept safe and secure.

The MMC complies with the Act in the following way. The only data the Choir keeps are contact details of members and their wives or partners who wish to share this information and is for the purpose of keeping in contact. It holds the contact details of Friends of the Choir and Choir sponsors and a record of any contribution they have made. The Choir only makes public the contact details of its Officers. This is fair and lawful. No other information about members, Friends or sponsors will be held by the Choir, nor will the Choir divulge these data to third parties. It is therefore adequate, relevant and not excessive. The data are updated to ensure their accuracy.

The data are kept for the specific purpose of members contacting each other by telephone, post or email while they are members and ex-members of the choir. It is used to inform Friends and sponsors of our activities.

We rely on members, friends and sponsors to offer the information, it is not compulsory for a member to provide any of it.

The data will be kept in accordance with their data protection rights, as above and only while members and ex-members want it to be kept.

The data will be kept as securely as the Internet allows such data to be kept, which is proportional to the consequences of any breach of the website security allowing third party access to these.

Considering the nature of the data and the way they are held, this statement is necessary and sufficient to fulfil the MMC obligations with respect to the Act. This matter should be raised at the next AGM and included in the Choir's documents.

Data protection to be kept up to date, Questionnaire data received 33 out of 55. BBQ seems popular. Print friendly pages on website more information needed : no information on venues / who does what , price of tickets. Concert secretary to liaise with Web Manager over these issues, names needed for who does what form to be filled out .

**1<sup>st</sup> Tenors** Steve Truscott to take voice test soon and hopes to go to Cyprus

**2<sup>nd</sup> Tenor** 3-4 people have turned up once and never returned, one member very keen hopefully taking voice test

**Baritone** R. Muphy taking voice test the second time

**Bass.** Paul Uzzle progressing well voice test soon

**CD's Downloads** not many C/D's sold at the moment payments received from Heligan . No news on Christmas CD

**FEAST WEEK** all covered previously M. Tate to clear with family for funds to go to MIND

**Minack / HFC** time 8pm , Compere TBA. Help needed to help set up, early start needed , buses leave at 6pm , bus numbers needed, pick up points as usual, afterglow at the Logan Rock Inn, P. Bowker to contact, supporters to sell programmes . HFC to be discussed at next meeting .

**Trustee's** to be voted on at next AGM.

**AOB.** Risers – plans produced by P. Bowker re Back rail, brackets on back step with poles slotted in, Peter to make one section as a test. M. Tate Cornish Association of Male Choirs - no mention of Mevagissey Choir in minutes.

Next meeting 19<sup>th</sup> April

Meeting closed 21.56

Signed Chairman

Date