

### WCCC Virtual Committee Meeting 10<sup>th</sup> October 2020 – Minutes

**Present:** Stephen Shellard (SS), Judith Aldridge (JA), Carole Oliver (CO), Kevern Oliver (KO), Rebecca Jones (RJ), Anne Renshaw (ARn), Eileen Roberts (ER), Sarah Donaldson (SD), Richard Holroyd (RH), Helen Randall (HR), Sam Hudson (SH), Michael Brierley (MB) .

Minute		Action
<b>1</b>	<b>Welcome and Apologies</b> SH was welcomed to the meeting. Apologies from Phil Crowther (PC), Sue Standford (SSt), Robin Walker (RW), Mark Wilson (MW)	
<b>2</b>	<b>Minutes of meeting on 19/09/20 and Matters Arising</b> Minutes unanimously agreed.  Item 6.190920. The WCCC will take part in the Cathedral's Christmas Tree Festival. The cost will be £67+VAT.	<b>JA, RH</b>
<b>3</b>	<b>Return to Singing</b> MB reported that the Cathedral was delighted to have the WCCC back and that the singing was fantastic.  ER reviewed the content of the briefing paper and confirmed that in general the Covid-19 secure arrangements had worked well but the following points needed to be improved. <ul style="list-style-type: none"> <li>Assembling on College Green and queuing to sign-in.</li> <li>Social distancing in the cloisters.</li> <li>Face masks must be worn at all times in rehearsals. This is particularly important because of the age-based vulnerability of many members.</li> <li>Rehearsal singing should be sotto voce.</li> </ul> Booking for rehearsals in College Hall on 15/10/20 and 22/10/20 have been confirmed. <ul style="list-style-type: none"> <li>Doors will be left open.</li> <li>Minimal baggage will be taken in.</li> <li>A further visit to sort out a socially-distanced layout will be carried out.</li> </ul>	<b>ER, KO, SS</b>
<b>4</b>	<b>Becoming a more integral part of the Cathedral Community</b> MB and KO reported on the meeting which was held on 02/10/20 to draw up a draft of the Terms of Reference which will replace the WCCC's Constitution once the WCCC becomes an integral part of the Cathedral Community. They emphasised that the underlying principal was that as far as possible the WCCC should continue to operate in exactly the same way as it does now.  The Committee considered the draft Terms of Reference document. During the discussion the following points arose:  <b>The Choir</b> Arising from a query concerning the WCCC's complaints' procedures. Paragraph 2 of the draft ToR was altered as follows <i>2. The Choir is one of Worcester Cathedral's choirs, and is overseen by the Chapter of the Cathedral and fulfils its part within the Constitution and Statutes of</i>	

	<p><i>the Cathedral (2001) under the Cathedral Measure 1999<sup>1</sup> and subject to the Cathedral's policies and procedures.</i></p> <p><b>Finances</b> Paragraphs 22 and 23 were altered to read <i>22. The Musical Director shall have responsibility for the management of the Choir's budget and is accountable to Chapter.</i></p> <p><i>23. The Musical Director supported by the Choir's Treasurer and the Committee, is responsible for the local and day to day management of the Choir's finances.</i></p> <p>The revised ToR will be circulated and used in the next stage of the transition procedures which will be a meeting to sort out financial procedures.</p> <p>The following were also discussed:</p> <ul style="list-style-type: none"> <li>• ARn asked for clarification on the possible impact on the WCCC of the Cathedral's review of volunteer organisations. MB responded that it was going on but it would be a long process.</li> <li>• Committee job descriptions may need to be reviewed in the light of the fundamental changes, particularly the MD's.</li> <li>• Because of emergency arrangements put in place earlier in the year some Committee roles are being carried out by more than one person. KO reminded Committee members that Choir members agreed that the arrangements should continue until the end of 2020 when they will be reviewed. He suggested that review should wait at least until the transition to WCCC's new status is complete. The current job descriptions will be circulated for information.</li> </ul> <p><b>Appendix 1:</b></p> <ul style="list-style-type: none"> <li>• HR suggested that there was a need to revisit core values to reflect diversity and inclusion.</li> <li>• ARn suggested that paragraph 5 is revisited with the WCCC seeking, for example, to encourage younger singers to join through a bursary scheme or similar.</li> </ul> <p>It was agreed that Appendix 1 would be discussed at a later meeting.</p> <p><b>Appendix 3:</b></p> <ul style="list-style-type: none"> <li>• ARn asked that the dress code should be reviewed.</li> </ul> <p><b>Developing a partnership and collaboration with the Cathedral</b> ARn led the discussion in which the following points were made:</p> <ul style="list-style-type: none"> <li>• There will be potential for concerts to be run jointly with the Cathedral, sharing costs and profits.</li> <li>• WCCC could join up with the Main and Voluntary choirs.</li> </ul> <p>SH enthusiastically supported these suggestions. Possibilities will be explored post-Covid.</p>	<p>KO</p> <p>KO</p> <p>KO, HR</p> <p>KO, ARn</p> <p>KO</p> <p>KO</p>
5	<p><b>Date of next meeting</b> 14/11/20 by Zoom at 1100</p>	KO, MW