

WCCC Virtual Committee Meeting 25th January 2023
Minutes

Present: Carole Oliver (CO), Kevern Oliver (KO), Lynne Reekes (LR), Helen Randall (HR) Stephen Shellard (SS), Anne Renshaw (AR), Peter Brook (PB), Judith Aldridge (JA), Sarah Donaldson (SD), Mark Wilson (MW), Robin Walker (RW), John Paul Hoskins (JPH)

minute		Action
1	Apologies None	
2	Minutes Minutes of 07/12/22 meeting unanimously agreed. Matters Arising All other matters arising dealt with in the main agenda.	
3	Financial Report CO reported that balance in the WCCC's account was approximately £12800. There were no questions. £153.08 has been received from Easyfundrasing. CO will remind choir of benefits of taking part in the scheme.	CO
4	Music Director SS's last day as member of the Cathedral choir is 31/01/23. He reported that he has yet to receive a new contract as MD of WCCC. SS also reported that he would no longer be allowed to wear a red cassock to conduct the WCCC and asked that the WCCC should buy a black cassock for him. CO reported that the cost would be approximately £175. Considerable discussion ensued in which the appropriateness of a conductor's cassock and alternatives were debated. SS's wish and JP's view as the Cathedral's representative were taken into account A vote eventually was taken: 9 members supported the proposal. 1 opposed it and 1 abstained. SS and CO will progress the purchase.	SS, CO
5	Committee Membership KO outlined the reasons for his wanting to stand down as WCCC Secretary, citing a combination of personal need and the importance of ensuring proper succession and continuity in the role. After detailed discussion the following way ahead was agreed. <ul style="list-style-type: none"> An immediate handover of the role was impractical, especially in view of the very full programme of services and concerts in 23/24. There were 3 clear aspects of the secretarial role: meetings (A), membership (B), general admin (C). KO would progressively hand over to successor/s starting with A. Ideally the timescale would be; A in time for 22/23 AGM in June with B and C by 2023/24 AGM. The A role holder should be ideally recruited from newer members of the choir and co-opted to the Committee. Longer term issues of revising and/or dividing secretarial roles would mean a revision of the ToR through consultation and approval of choir members and Chapter. PB will communicate the above decisions to members and call for volunteers.	PB

	PB asked committee members to suggest potential candidates, especially for Meetings Sec (role A), in case the general call was initially unsuccessful. It is essential to maintain momentum.	All
6	Operational Matters	
6.1	Library JA reported that all was well and that members liked having folders for their music.	JA
6.2/3	Social Media/Publicity/Website All was up to date and waiting for information about Brahms' concert. A post about the WCCC's involvement in the Venables' concert had more than 3000 responses.	SD, MW
6.4	Membership Benedict Coleman (tenor) has joined the choir. Membership is 38: 13 sop, 10 alto, 8 tenor, 7 bass (Phil Crowther is still not able to sing). Any further applications for membership will be on a <i>waiting list</i> basis. Andy Martin will be absent from 16/02/23 to 30/03/23 inclusive.	KO
6.5	Concert management See 7.1.9 below	CO
6.6	Local Fundraising HR's informal conversations with members continue. She believes that a <i>Come-and-Sing</i> is still a good and popular idea but not feasible at the moment considering everything else that is going on.	HR
7	What Next?	
7.1	Brahms' Requiem KO reminded all that the start date of the promotion of the concert was almost upon us and asked how ready we were for the launch of ticket sales and promotion.	
7.1.1	Progress reports Branding & launch publicity <ul style="list-style-type: none"> AR reported that the poster design was complete apart from Eventbrite details and the ticket price. CO reported that the Music Department was now responsible for implementing Eventbrite for its concerts and that Alan Sheldon (AS, Music Department Administrator) was dealing with it. CO would contact AS through Sam Hudson, stressing the urgency of implementation. AR agreed to produce a brief statement about the concert, outlining its theme, <i>Remembrance, Recovery and Hope</i>, origins, content, venue and ticket details. The statement will be used as a template for all media communications and direct approaches to individuals and organisations e.g. High Sherriff. 	CO
7.1.2	Budget & Finance	AR

	<ul style="list-style-type: none"> In the light of discussion with Cathedral staff about finances CO has revised the budget, Costs will now be around £3700. The aim is still to make a surplus which will be shared with the Cathedral. The original target was 300 ticket sales but given the current financial situation AR and CO have revised this to a more realistic 200/250 sales. The aim is still to achieve 20 donations of £80. So far we have achieved 6. Based on a ticket price of £18 (inc. VAT @20%) , 20 donations and 250 ticket sales the surplus would be around £1300. There was unanimous agreement that the ticket price will be £18. 	
7.1.3	Fundraising Donors are still being sought (see 6.1.2 above). Letters of invitation to possible donors have been prepared and will be sent out. They will also be available for choir members to distribute and use.	CO
7.1.4	Membership HR to assist CO and AR in encouraging members to identify donors and sell tickets.	HR, CO, AR
7.1.5	Social media and www SD and MW ready to start promotion and waiting for concert details (see 7.1.1 above).	SD, MW
7.1.6	Media PB has well-developed plans to place articles in a variety of local publications. A key one <i>About Worcester</i> has a copy date of 10/02/23. He would pass his list of publications/contacts to Sarah Bowyer.	PB
7.1.7	Contacts JA has comprehensive list of choirs/music groups and will be contacting them as soon as she has information (see 7.1.1 above), She will ask members for their suggestions	JA
7.1.8	Music SS pleased with progress of rehearsals. RW is in discussion with Nick Freestone about the piano duet to be played at the beginning of the concert.	RW
7.1.9	Venue Basic arrangements agreed and in place. CO and SS will liaise with Susan MacLeod's successor over layout, logistics, platform etc as and when the need arises in the coming weeks.	CO, SS
7.1.10	High Sherriff and Blue Light Contact Cathedral has agreed that the High Sherriff can be approached. KO agreed to do this.	KO
7.2	Elgar Festival: Venables' Requiem AR reported that the Elgar Festival had received some Arts Council funding The Venables' concert would be a significant part of the festival and be <i>great</i> for the WCCC's reputation and profile. SS will be the conductor. SS was pleased with rehearsal progress. It was clear that the choir was enjoying learning it.	
7.3		

<p>7.3.1</p> <p>7.3.2</p>	<p>Anniversary celebrations Unanimously agreed with PB's suggestion that further discussion on the ideas put forward at the previous meeting should be postponed until preparations for the Brahms' concert were at least well under way. WCCC as Visiting Choir at Westminster Abbey</p> <p>KO confirmed that the WCCC would be singing evensong at WA on 15/07/24 There was a possibility that the WCCC could use its own accompanist. He would explore this further asking if Sam Hudson could play for us. KO was thanked for setting things up.</p> <p>Miscellaneous SS reported that he had a preliminary discussion with Sam Hudson about the WCCC providing a concert for 2024 3 Choirs Festival.</p>	<p>KO</p> <p>SS</p>
<p>8</p>	<p>Cradley wedding More than enough members have volunteered to sing at Cradley on 22/07/23: 6 sop, 8 alto, 7 tenor, 5 bass. A choir of around 20 will be required. The WCCC will be paid £400. SS is in touch with the bride about the choice of music.</p>	<p>SS, KO</p>
<p>9</p>	<p>Meeting finished at 2110 The next meeting will be on Zoom on 08/03/23 at 1930.</p>	<p>KO</p>