

WCCC Virtual Committee Meeting 6th September 2023
Minutes

Present: Kevern Oliver (KO), Stephen Shellard (SS), Anne Renshaw (AR), Peter Brook (PB), Mark Wilson (MW), Carole Oliver (CO), John Paul Hoskins (JPH), Judith Aldridge (JA), Robin Walker (RW), Liz Forman (LF)

minute		Action																											
1	<p>Welcome PB welcomed LF to the meeting and thanked her for putting herself forward for election as 23/24 Secretary; unanimous agreement that she be coopted for this meeting.</p> <p>Apologies Sarah Donaldson (SD), Helen Randall (HR), Lynne Reekes (LR)</p>																												
2	<p>Minutes Minutes of 17/05/23 meeting unanimously agreed.</p> <p>Matters Arising All matters arising dealt with in the main agenda.</p>																												
3	<p>Financial Report Accounts for 22/23 presented by CO and unanimously approved for presentation at AGM. n..b. There is some outstanding information from Cathedral finance which eventually will be incorporated and c. £1900 of Gift Aid which has yet to be credited.</p>	KO, LR CO																											
4	<p>Committee membership Confirmed that, assuming LF is elected as secretary at AGM, all aspects of work previously dealt with by KO are covered for 23/24. New ways of working will develop as 23/24 progresses (see Item 6)</p>	PB, KO																											
5	<p>Brahms' Requiem Final account presented by CO. Net surplus was £1288. Majority agreement that in accordance with original proposal to share any surplus with the Cathedral, £500 would be transferred to cathedral funds.</p>	CO																											
6	<p>AGM KO reported that LR had all basic arrangements for 28/09/23 in place and that papers would be sent out on weekend of 9-10/09.</p> <p>23/24 nominations There was agreement that the elections would be based on existing roles but there would of necessity be changes to these in the coming year to reflect revised ways of working. Members will be given prior notice of this through PB's report to the AGM and at the AGM itself.</p> <p>Committee members seeking re-election</p> <table border="1"> <thead> <tr> <th>Role</th><th>nominee</th><th>4 yr rule</th></tr> </thead> <tbody> <tr> <td>Chair</td><td>PB</td><td>n/a</td></tr> <tr> <td>Secretary</td><td>LF</td><td>n/a</td></tr> <tr> <td>Treasurer</td><td>CO</td><td>applies</td></tr> <tr> <td>Webmaster</td><td>MW</td><td>applies</td></tr> <tr> <td>Development coordinator</td><td>AR</td><td>applies</td></tr> <tr> <td>Concert Manager</td><td>CO</td><td>applies</td></tr> <tr> <td>Local Event coordinator</td><td>HR</td><td>n/a</td></tr> <tr> <td>Publicity coordinator</td><td>SD</td><td>n/a</td></tr> </tbody> </table> <p>JA has resigned as Librarian with Jenny Kettleton willing to be nominated for election as successor. LF will be nominated as Secretary. Current suggestions are that:</p> <ul style="list-style-type: none"> • LR continues to support the Treasurer and should be coopted to 23/24 committee. • KO should be co-opted to 23/24 committee as "Membership Secretary". 	Role	nominee	4 yr rule	Chair	PB	n/a	Secretary	LF	n/a	Treasurer	CO	applies	Webmaster	MW	applies	Development coordinator	AR	applies	Concert Manager	CO	applies	Local Event coordinator	HR	n/a	Publicity coordinator	SD	n/a	LR PB, LR
Role	nominee	4 yr rule																											
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7	23/24 Planning																												

7.1	23/24 Budget Agreed and will be forwarded to Sam Hudson for approval.	CO
7.2	Fladbury Wedding 08/06/24 Agreed: Eileen Roberts (ER) will coordinate.	ER
7.3	25th Anniversary Celebrations Basic arrangements (venue. content etc.) for 25/05/24 concert and budget confirmed. Subsequent wide-ranging discussion raised the following action points <ul style="list-style-type: none"> • A.N.Other1 needed to coordinate the project. • A.N.Other2 needed to lead on production of concert programme, including advertising. • AR will lead on design and production of budgeted publicity material. • HR will lead additional fundraising (£500) • Basic concert management e.g. liaison with St. Martin's, is in hand. • Best use must be made of social media with members encouraged to take a much more active role in promotion. • Scores for Magnificat will be hired 	AR HR CO SD, All CO
7.4	Outreach requests Himbleton concert postponed until 24/25. Sedgley 9 Lessons and Carols: 14/12/23 will be offered as date. Unanimous agreement with LF that if this goes ahead it should not be regarded as a rehearsal for later services.	CO CO SS, All
8	Operational Matters Membership: PB will welcome Laura Moss on 06/09/23	PB, KO
9	Date of next meeting To be arranged using WhenAvailable	KO