

**WCCC Committee Meeting 20<sup>th</sup> November 2024 held via Zoom**  
**Minutes**

**Present:** Sarah Donaldson, Liz Forman, John-Paul Hoskins, Carole Oliver, Anne Renshaw, Stephen Shellard, Kevern Oliver for items 4-6 inclusive

Item		Action
1	<b>Welcome</b> No apologies	
2 2.1  2.2  2.3	<b>Minutes</b> The minutes of the last meeting (21/10/24) were confirmed as a correct record.  The mechanism for approval of the SGM minutes was discussed. It was agreed that these should be agreed by the whole choir as they were all present at the meeting. It was agreed that draft minutes of the minutes should be published on the website for now, to be agreed at the next AGM.  It was agreed that the draft minutes of the AGM should be published on the website too.	   LF   LF
3	<b>Financial report</b> The spreadsheet from the Cathedral for the last quarter has been received and reconciled. Subs have been paid by two more members including our new member Vitor. CO will chase outstanding subs individually. The Cathedral's figures for Gift Aid are lower than those calculated by CO, and she is working with the Cathedral to reconcile this.	   CO
4	<b>Westminster Abbey</b> Current main concern is transport. Due to the change in date/programme for the day a lot of people are now going to be making their own way to WA, leaving only 9 people wanting to travel together. KO has done extensive research and feels that the best option is a luxury taxi company who will charge £650 for a 7-seater taxi, and Kevern and Carole will drive separately. It was agreed that Kevern would arrange this and that for ease, KO will pay for this and the 7 people travelling in it will pay him directly, rather than going through the normal Cathedral payment channels. KO was thanked for his hard work in researching this.  We discussed other considerations for the trip, and agreed that it would be sensible for someone to know if any of the singers had medical conditions that might need to be taken into consideration for the running of the day, eg diabetes. It is hoped that we'll have a First Aider in place by then, so they would be the most appropriate person to hold those details, which would obviously be held in confidence. We don't need to ask for these details until nearer the time.  We need to confirm whether we're singing the Kyrie or the Gloria in the Eucharist – JPH advised that he thought it was most likely to be the Kyrie.	          KO

5	<b>Possible Tour</b> SD confirmed that she and KO had spoken to Benedict on Thursday to inform him of our discussion/decision re the suggested tour. I confirmed that I had also e-mailed him as requested, and had also apologised for the fact that there was a delay in feeding back to him, and the reasons for this.	
6	<b>Membership and Moving Forward</b> SS spoke to his briefing paper and asked for any questions. AR expressed the view that it may be more appropriate to change re-audition to re-evaluation as members may feel that the fact SS is re-auditioning members along with the significant numbers of try-outs that have taken place over the last few months may cause some members to be concerned. The aim is to provide members with honest feedback to allow for personal reassessment. It was agreed that the re-audition/re-evaluation process should start after the trip to Westminster Abbey, and these will be held on service days if possible, with additional Saturdays when necessary. SS will be reimbursed for his time/travel. It was also pointed out that it is important that those trying-out/auditioning understand that they may well be joining a waiting list rather than being able to join the choir straight away. It was agreed that it should be made clear to everyone that it's a good thing that so many people want to join the choir, and that we are hoping to build up the waiting list so we can fill vacancies as they arise. This should all be seen as positive!	All
7	<b>24/25 Events</b>	
7.1	<b>Tidings of Joy Concert</b> 15 singers are able to sing in this concert. SD has already updated Sam Hudson regarding this, and with what music we need.	
7.2	<b>Carol Service on 17/12/24</b> JPH thinks we do not need to provide readers, but he will double check. It is not currently clear whether or not this is going to be a regular service in our schedule.	JPH
7.3	<b>19/12/24 – Rehearsal/Social</b> We can have College Hall for this, but Sam Hudson is not sure whether or not the heating will be on in College Hall. He is checking, but if it's not on, we will use the Song School instead.	
7.4	<b>Previously proposed post-Evensong Reception</b> The proposed 25 <sup>th</sup> Anniversary Post-Evensong Reception idea has been abandoned. This had not been discussed in any detail with the membership in general, but had been mentioned on the schedule. It was agreed that an e-mail updating the choir membership in general about this would go out in the New Year.	LF/SD
7.5	<b>14/06/25 – Himbleton Concert</b> CO and Lynne Reekes are meeting with Anne Green, the Church Warden on the 3 <sup>rd</sup> December. It was agreed that the church will need to take the lead on all the organisation/ticket sales etc. If we sell tickets there will be VAT implications which are best avoided.	CO

8	<p><b>Strategy Update</b></p> <p>AR spoke to the briefing paper/minutes circulated.</p> <p>The next project requiring significant fundraising will be for a Christmas CD recording, with plans to record this in Spring '26 prior to release ready for Christmas '26. We will need to raise £6-7,000, and the plan is that each track will be sponsored by a local business.</p> <p>It was agreed that it is important that the choir as a whole know that this forward planning is happening, and it was agreed that members would be updated at the end of term.</p>	AR/SD/SS
9	<p><b>Cathedral Liaison</b></p> <p>9.1 CO and SD had a positive meeting with Sam Poursain.</p> <p>He is going to produce a document regarding the booking and hiring of spaces, need for custodians etc, and agrees that what has happened with our previous bookings has not been optimal.</p> <p>He invited some of us to go to the next All Staff meeting held by the Cathedral to introduce ourselves – JPH thinks this is in February, so we will chase this if we've not heard anything by mid-January.</p> <p>9.2 SD met with Sam Hudson, and confirmed details regarding the Tidings of Joy concert and arrangements for 19/12/24 as above.</p> <p>SD asked if there is a Cathedral-backed First Aid course and if we can access this/whether this would be funded. She also asked about SS's contract. Sam H is going to look into this for us. He also confirmed that we would be provided with an organist by the Cathedral as needed, normally Nick.</p> <p>She explained that our schedule for the next academic year goes out around June, so we would appreciate getting dates for events such as the Tidings of Joy concert prior to that.</p> <p>Scheduling was discussed. JPH stated we would be welcome at Music department scheduling meetings, but it was agreed that as dates have to be brought back to committee for discussion/agreement it wouldn't actually be that helpful.</p> <p>9.3</p> <p><b>Safeguarding</b></p> <p>Kimberley Bohan is on AL at present, so further action on arranging appropriate checks needs to wait until her return next week, however we have communicated with her regarding our thoughts at the last meeting.</p>	LF
10	<p><b>Christmas Tree</b></p> <p>We agreed that a new tree should be bought, no-one has come forward with an appropriate replacement from within the choir.</p> <p>The Worcester Carol and the Tree of Life Carol were suggested as themes, and the general consensus was that the Tree of Life Carol would work best. The committee will think about decorations.</p> <p>SD will liaise with Judith.</p> <p>After the meeting SS and SD agreed that Away in a Manger would be better, particularly as we have a recording of Ian King's arrangement, written for us, which we can provide a link to.</p>	All SD

11	<p><b>AOB</b></p> <p>There has been some discussion around the fee that SS should be paid for the Worcester New Carol Service. It was agreed that he should get the same as Nick Freestone gets for playing, doubled as the service is going to be livestreamed. CO will liaise with JPH regarding how SS should be paid, and he will liaise with Worcester News.</p> <p>We felt we ought to have a list of fees for external hire, so this will be added to the agenda for the next meeting.</p>	<p>CO/JPH</p> <p>LF</p>
12	<p><b>Date of next meeting: 1430 on 22/01/24 on Zoom</b></p> <p>Further dates were discussed: 12/03/25</p>	