

## The Llysfaen Singers

### Minutes of the Annual General Meeting held on Wednesday, 13<sup>th</sup> July 2016

**Attendees:** Viv Griffiths\*, Elaine Addams, Carolyn Tranfield\*, Ann Mason\*, Diana Beasley\*, Ann Doubler **Treasurer (AD)\***, Emma Smith, Kath Evans, Gloria Lindsay\*, Alison Dickinson, Jan Jones\*, Cath Lynn (CL), Karen Mingay (KM), Alyson Rowe\*, Alan Prosper\*, Ian Shopland\*, Moira Herdman\*, Helen Husband\*, Rachel Marsh (RM), Anne McGuffin **Chair (AMcG)\***, Peter McGuffin\*, Angela Archer\*, Oonagh Scott\*, Phil May, David Ellis, Lorraine White, Juliette Sherrard (JS), Martin Bye **Secretary (MRB)\***.

**Apologies:** Diane Rhoden, Susan Anthony, Delyth Rummings, Beryl Bowen, Gemma Bowen, Mandy Brock, Peter Gough.

#### 1. Opening Remarks

AMcG introduced the meeting and referred to the upcoming Choir event on Saturday, 20<sup>th</sup> August (Community Day at Maes-y-Coed Community Centre). Choir members present were asked to indicate their availability to take part in the event as shown above denoted by an asterisk \*.

#### 2. Chairman's Report

The following key points were reported by AMcG.

- i) The Choir continues from strength to strength, with choir membership stabilised at around 45.
- ii) Two successful concerts of the full Choir performed in the past year, both of which received very favourable reviews in the Lisvane Link. "The Time of Snow" was held in December 2015 and "Midsummer Musicals" was held in June 2016.
- iii) Groups from the choir have also performed at other events during the past year, including a concert in aid of the Huggard Centre in March 2016, the Christmas tree light-up in December 2015, and at two Wednesday coffee mornings held in the Old School.
- iv) Net proceeds of the Lisvane Festival concert (£475) made up to £500 were divided equally between two charities, "Believe" and the "Progressive Supranuclear Palsy Association (PSPA)". Although the Huggard concert was not organised by the choir, nonetheless, we also helped to raise nearly £1100 for the Centre. The Christmas tree lighting event also raised £200 for the Velindre hospital charity.
- v) In July 2015 we received notification that the Llysfaen Singers is a registered charity (No1162703). Thanks were given to Nevil Davies and MRB for working to achieve this. Among the benefits of having charitable status is the ability to claim Gift Aid on future subscriptions.

vi) Enormous thanks go to Rachel and Phil for their unstinting work to form us into a choir not only capable of performing in public, but also charging them to listen! Despite the fact that we are a community choir with no audition required to join, between them they have done a fantastic job, despite this year being a difficult one for Rachel. The Choir has “gelled” this year and sound more than the sum of individual parts, although there is more progress to be made.

vii) Members of the Committee were also thanked, including Treasurer Ann who keeps our finances in such good order, Librarian Kath obtaining and distributing copies of every piece of music members need, Social Secretary Juliette (ably assisted by Karen), who have both done an excellent job of organising refreshments at all of our events and Section Reps Karen, Alistair and Juliette.

viii) In addition AMcG thanked Ian for his work on the website and You Tube, Oonagh who designed and produced our Llysfaen singers polo shirts and Christmas hats, and the many friends and family of the Choir who have supported us at concerts by running the bar, manning the door, helping us to clear up but mostly by coming and listening to us with such enthusiasm.

ix) On a serious note, the Committee has only had one face-to-face meeting in the past year due to “availability” issues resulting in the Committee not being quorate. This will be remedied in the future.

### 3. Music Director’s Report

The following main points were reported by RM.

i) Music for the 2016 Christmas concert will be chosen well in advance, and will feature items from “100 Carols for Choirs”. Rehearsals will be helped by choir parts being recorded during in advance for members to practice.

ii) This year saw the Choir take on their first external charity concert arranged by Angela Goddard with proceeds going to the Huggard Charity. RM expressed the hope that the Choir will be asked to do more external concerts in the future. (A note of caution was expressed in that we are required to account to PRS for all public performances and therefore careful consideration should be given to all requests for Choir support from external organisations.)

iii) Phil was thanked for stepping in and taking rehearsals for two months during the earlier part of the year. He organised a solid programme with the intention that “the show will go on”, which included numbers such as “Senua De Dende” and a section of “The Sound of Music” with audience participation.

iv) Every concert we do is better than the previous one; RM hoped this would continue. Future possibilities for the Choir include performing at other venues, e.g. the Abergavenny Eisteddfod, more promotion of the Choir via Facebook and our Website. The music suggestion scheme should be reintroduced.

v) On a final note, RM thanked accompanist Phil, the individual members of the Committee who were “nothing but supportive” during the year.

#### 4. Treasurer’s Report

See Appendices 1 and 2. The accounts were approved unanimously by Choir members. Particular thanks were extended to Doug Craddock for reviewing and approving the accounts.

#### 5. Election of Officers and Committee

##### 5.1 Chair, Secretary and Treasurer

AMcG, MRB and AD expressed their willingness to continue as Chair, Secretary and Treasurer respectively. As there were no other nominations for these positions, the above Officers were duly elected for a further year.

##### 5.2 Librarian, Voice Reps

Cath Lynn agreed to continue as Librarian. No other nominations being received; CL was duly elected. (Oonagh Scott offered to help with storage of Choir music; this offer was accepted with thanks.)

A vacancy for Bass/Tenor Rep has been created through the resignation of Alistair Macdonald. Peter McGuffin agreed to step into this position.

#### 6. Questions from Choir Members / Any Other Business

6.1 Emma Smith raised the possibility of the Choir performing a more varied programme - especially classical music. Alan Prosper proposed more songs of a Welsh flavour, and fewer congregational carols should be included in our programmes (AMcG). Greater involvement of “guests” in our concerts was mentioned. By contrast, Alison Dickinson appreciated the choice of music at the Summer concert.

Action: RM to note comments and action for future programmes.

6.2 Oonagh Scott commented that we should have had a raffle at the last concert. However, it was noted that prizes for our raffles usually rely on donations from the same local sources and 2 or more requests each year may put some donors off.

7. The meeting closed at 9.30pm.

Martin Bye  
18<sup>th</sup> July 2016

## Appendix 1

### Lisvane Singers / Membership & Events Breakdown 2015 / 2016

Started New Tax Year with £1,919.48 Credit in Bank Account.

<b>April to July 2015 (Summer Term)</b> 41 Members (+1 on PY) Income Summer Term = £2370.10 Expenditure = £2286.55 Left Surplus of £63.55	<b>Summer Concert 2015 (Last Year)</b> Income = £735.60 Less Expenses )Lighting, wine, guest performers & gifts = £280.55 Left Net Profit of £454.95 (Rounded up to give £500 donations split between Music in Hospitals & Latch = £250 each.)
<b>September to Christmas Term (2015)</b> Members = 45 (-2 on LY) Income = £2785.00 Expenses = £2,906.11 <b>Loss of - £121.11p</b> Reason for loss was that £860.00 was spent on music and fees payable to making music of £200 which was for performing rights and insurance.	<b>Christmas Concert 2015</b> Income = £1,170 Expenditure of £205 (wine, printing & gifts) Profit = £965
<b>January to Easter Term 2016</b> 44 Members (same as LY) Income = £1,744.00 Expenses = £1,516.50 Surplus = £227.50	
<b>End of Tax Year 2015 / 2016</b> Balance in bank account = £1,959.42 (Increase of £39.94 on year)	

#### **For Information - Summer Concert 2016 (Not relevant to this financial year)**

Ticket Sales = £635; Gross Bar Sales = £231; Income = £866; Less expenditure of £389.15  
(Wine, Cheese, Beer, Water, Gifts, Printing, Flowers, Pianist & MD Fees)

**Net surplus on event = £476.85**

To be divided between two charities and rounded up to £500 / £250 each

**Current Bank Balance as of 13<sup>th</sup> July 2016 = £2,869.34**

But deductions still to be made for: charity donation (£500) wine (approx £100) Hall Fees £136, Gifts £29.95 and crackers and beers and sundries = £68.58 so total £834.53

Therefore approx £2000.00 plus going forward.

Ann Doubler  
Hon Treasurer

**Appendix 2**

## Lisvane Singers

### Income and Expenditure Account for the Year from 6th April 2015 to 5th April 2016

<b>Income</b>	<b>05.04.2016</b>
Subscriptions	4,754
Ticket sales	1,357
Raffle Monies	287
Bar Takings	266
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	<b>6,699</b>
 <b>Expenditure</b>	
Hall Hire	1,297
Music Hire / Purchase	1,279
Musical Director	1,360
Relief Director	200
Pianist	1,120
Relief Pianist	210
Donations	500
Concert Costs	242
Others	306
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	<b>6,509</b>
 Surplus for year from 6th April 2015 to 5th April 2016	<b>190</b>
Surplus brought forward from 5th April 2015	1,769
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<b>Total surplus</b>	<b>1,959</b>
 Represented by:-	
Bank account - Bardays Community Account @ 5th April 2016	<hr/>
	<b>1,959</b>

I certify that the above Account is a true and fair reflection of the books and records, and Bank Statements, of the Lysvaen Singers

Douglas Craddock, Certified Accountant

July 2016

