

The Llysfaen Singers

Minutes of the Annual General Meeting held on Wednesday, 19th July 2017 at Lisvane Memorial Hall

Attendees: Jean Peek, Diana Beasley, Joanna Burdett, Jan Marsden, Val McBroom, Christine de Souza, Bronwen Andrews, Jane Williams, Viv Griffiths, Ann Mason, Ann Doubler **Treasurer** (AD), Jan Jones, Cath Lynn (CL), Karen Mingay (KM), Alyson Rowe, Alan Prosper, Ian Shopland, Moira Herdman, Rachel Marsh (RM), Anne McGuffin **Chair** (AMcG), Peter McGuffin, Angela Archer, Oonagh Scott, Juliette Sherrard (JS), Martin Bye **Secretary** (MRB).

Apologies: Diane Rhoden, Lorraine White, Keith Ingham, Eirlys McNeil Watson, Emma Smith, David Ellis, Carolyn Tranfield, Harriet Jenkins, Cath Evans.

1. Opening Remarks

AMcG welcomed Choir members and referred members to the AGM minutes of 13th July 2016, and actions arising from Item No. 6.1.

2. Actions Arising (Item 6.1)

Generally, this action had been completed, i.e. more classical pieces have been introduced, fewer congregational carols included in our Christmas concert programme and the involvement of guests at concerts is now a regular occurrence.

Several related issues were discussed including: i) the (now) agreed policy of paying guests at our concerts, ii) the benefits of introducing young guest performers, and iii) guest performers joining in (playing or singing) with selected pieces of music in our concert programmes.

Concerns were expressed by some members regarding the selection of music played by guests, as well as the length of their contribution(s). It was agreed that guests should be asked to perform one or more shorter pieces with audience appreciation in mind.

Action: Committee members to note comments for future concert programmes.

3. Chairman's Report

The following key points were reported by AMcG.

i) Choir numbers have remained fairly constant throughout the year. We have welcomed a few new members, but in the course of the year we have lost one or two people as well. As ever, we still need more tenors and basses.

- ii) We have performed two very successful concerts in the past year: “Have Yourself a Merry Little Christmas” in December 2016 and “Here Comes the Sun” in June 2017. We had full and appreciative audiences on both occasions. Proceeds from our summer concert will be donated to two charities to be agreed (see below Item 7).
- iii) Groups from the Choir have also performed at other events during the past year including: a “Family Day” organised by the Community Police at the Maes y Coed Community Centre (August 2016), the Christmas Tree lighting up ceremony (Lisvane, December 2016), “Meeting Point” (Thornhill Church Centre, May 2017), and the “Festival of Choirs” (St Denys Church, June 2017).
- iv) Members who volunteered to promote the Choir at local events e.g. Llanishen Leisure Centre, were thanked.
- v) Committee Members were also thanked for their various contributions, particularly Rachel and Phil for their work in improving the Choir’s competence for public performances, a thank-you also extended to our stand-in musicians. Likewise, other Choir members were acknowledged, i.e. Ian Shopland (YouTube and Website), Oonagh Scott (Choir uniform etc). Last but not least, a big thanks to all Choir members: for “without you we are not a choir. So, thanks for coming to rehearsals, practising on YouTube and supporting events”.

4. Music Director’s Report

The following main points were reported by RM. Information regarding performances given by the Choir during the year has been summarised above (Item 3).

- i) Following a busy year, it is worth noting that the Choir grows from strength to strength both in its repertoire and also in that we are being asked to perform in the community more widely, thereby helping to promote the Choir’s image and profile.
- ii) The Choir video has been completed and has helped potential new members to understand what we are all about. Thanks to members who gave interviews for the video.
- iii) Thanks also to those members who contact RM to inform her of possible absences at rehearsals. This helps with planning.
- iv) Music requests from members are appreciated; those already made have been noted.

5. Treasurer’s Report

See Appendices 1 and 2. Particular thanks were extended to Doug Craddock for reviewing and approving the accounts. Unfortunately he is unable to carry on with this

task. Jean Peek has offered her (accountant) husband to review Llysfaen Singers accounts in future.

6. Election of Officers and Committee

The present committee was proposed for re-election *en bloc* (Alan Prosper proposed; Chris de Souza seconded). Passed unanimously.

7. Charity Donations

Following a considerable amount of discussion, it was decided that the Choir is in a position to donate £750 to charity from its funds, this being half as much again as it donated last year. Velindre Hospital will receive £500, with £250 going to the “Forget-me-not Chorus” (a choir for people suffering from dementia). Both charities are local and very pertinent to Choir members, several of whom expressed very personal reasons to be grateful for the care and expertise provided by these organisations. It was resolved that in future, any donations to charities following Choir concerts be agreed beforehand.

8. Questions/Comments from Choir Members

8.1 A request from JS for a lesson on “conducting”.

Action: RM to note.

8.2 Choir members would like notice of forthcoming Committee meetings, so as to be able to raise any issues for discussion.

Action: Committee to note.

8.3 A request has been made by Alyson Rowe (whose son is getting married) for the Choir to sing at Llandaff Cathedral on 30th September, at 11.30am. We will perform a half hour programme while guests arrive before the wedding at 12.00 midday. Further details will be available in September.

8.4 Autumn term starts Wednesday, 6th September @ 7.45pm.

9. The meeting closed at 9.20pm.

Martin Bye
25th July 2017

Appendix 1

Lisvane Singers / Membership & Events Cash Breakdown 2016 / 2017

Started new tax year with £1,959.42p credit in bank account.

<u>General</u>	<u>Concerts</u>
<p>April to July 2016 (Summer Term) 38 Members (-3 on PY) Income Summer Term = £2,298.00 Expenditure = £2,203.35</p> <p>Total = £94.65 (surplus)</p>	<p>Summer Concert 2016 (Last Year) Income Tickets = £635.00 Gross Bar Sales - £231.00 Total Income = £866.00 Less Expenses £389.15 (Wine, cheese, beer, water, gifts, printing, Pianist & MD Fees.) Net Profit of £476.85 (Rounded up to give £500 donations split between PSP & Believe Charities = £250 each.)</p>
<p>September to Christmas Term (2016) Members = 46 (+1 on LY) Income = £3,164; Expenses = £3,243</p> <p>Total = (£79.37) Net loss</p> <p>Reason for loss was that "MM Renewal Fee + Insurance and PRS Fee = £237.00 Photo's for website £75 / Video for Website £130 and £374 music.</p>	<p>Christmas Concert 2016 Income = £1,005.00 Expenditure of £195.65 (wine, printing & gifts)</p> <p>Profit = £809.35</p>
<p>January to Easter Term 2017 44 Members (same as LY) Income = £1,561.00; Expenses = £2,166.75</p> <p>Total = (£605.75) Net loss (Reason for loss £756 Music Costs.)</p>	

End of Tax Year 2016 / 2017

Balance in bank account = £1,368.95

(Decrease of £590.47 on previous year)

For Information only

Summer Concert 2017

Ticket Sales = £639.00; Gross Bar Sales = £191.00; Raffle = £246

Income = £1,076.00; Less expenditure of £369.09

(Refreshments, Gifts, Printing, Flowers, Pianist, MD & Soloists Fees)

Net surplus on event = £706.91* *Plus proceeds of sale of surplus wine to be added.

Current Bank Balance as of 19th July 2017 = Approx. £2,629.00

But deductions still to be made for our charity donation, Hall Fees, plus cheques outstanding of circa £500.

Ann Doubler
Hon Treasurer
19.07.2017

Books, records and bank statements of the Llysfaen Singers have been checked and audited and certified by Douglas Craddock (Certified Accountant), July 2017

Appendix 2

Llysfaen Singers

Income and Expenditure Account for the Year from 6th April 2016 to 5th April 2017

Income	05.04.2017
Subscriptions	4,784
Ticket sales	1,567
Raffle Monies	264
Bar Takings	333
	<u>6,948</u>
Expenditure	
Hall Hire	1,360
Music Hire / Purchase	1,129
Musical Director	1,500
Relief Director	-
Pianist	1,558
Relief Pianist	-
Donations	500
Concert Costs	1,253
Others	239
	<u>7,538</u>
Surplus for year from 6th April 2016 to 5th April 2017	(590)
Surplus brought forward from 5th April 2016	1,959
Total surplus	<u>1,369</u>
Represented by:-	
Bank account - Barclays Community Account @ 5th April 2017	1,839
Less Unpresented cheques	<u>(470)</u>
Balance as per surplus above	<u>1,369</u>

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


Douglas Craddock, Certified Accountant

July 2017