

## The Llysfaen Singers

### Minutes of the Annual General Meeting held on Wednesday, 16<sup>th</sup> July 2014, starting at 9.15pm

**Attendees:** Beryl Bowen, Nevil Davies **Chairman** (ND), Ann Doubler **Treasurer** (AD), David Ellis, Cath Evans, Emma Smith, Diane Rhoden, Gloria Lindsay, Delyth Rummings, Sam Herbert, Jane Williams, Alison Dickinson, Cath Lynn (CL), Karen Mingay (KM), Eirlys McNeil-Watson, Lorraine White, Alan Prosper, Ian Shopland, Anne Mason, Jean Peek, Angela Archer, Sarah Hodge, Jan Jones, Alyson Rowe, Phil May, Juliette Sherrard (JS), Martin Bye **Secretary** (MRB).

**Apologies:** Elaine Addams, Peter Gough, Judy Thayer, Moira Herdman.

#### 1. Opening Remarks

MRB introduced the meeting by mentioning the requirement to hold an AGM in July and emphasising that, as well as the formal agenda items, the meeting was an opportunity for all Choir members to have their “say” in Choir matters.

#### 2. Chairman’s Report

ND presented a review of the Choir’s first year, key points being:

- i) Responses to the Village Plan Questionnaire, indicated interest in the formation of a community choir. An inaugural meeting took place on 23<sup>rd</sup> June 2013, with Beryl Bowen agreeing to act as Secretary and Ann Doubler as Treasurer. Rachel Marsh and Phil May were invited to be the Music Director and Accompanist respectively. Particular thanks were given to the hard work of Margaret Davies and Mary Bye, together with the members of the Community, without whose support the Choir would not have been started.
- ii) Thanks were given firstly to Oonagh Scott who designed and produced the “Llysfaen Singers” T-shirt uniform and Christmas hats, and secondly to Peter Gwatkin, who was instrumental in designing the first Choir website.
- iii) In February 2014, a more formal organisation of the Choir was proposed and accepted by Choir members. A Constitution was drawn up and adopted on 19<sup>th</sup> February 2014 and a Committee was formed to assist in the running of the Choir.
- iv) The Choir has developed musically. Three concerts were held during the year; the latest, during the Lisvane Festival, was considered a huge success both musically and financially. Thanks are due to Ann Doubler, Juliette Sherrard, Karen Mingay and Cath Lynn (as well as their husbands) for putting on the bar and holding the raffle. Resulting from the concert, we are able to make a substantial donation to the Old School Development Fund.
- v) On the social side, particular thanks are due to Beryl, Mal and Gemma Bowen for hosting the Choir barbecue on the 6<sup>th</sup> July, to Juliette, Karen and Cath for organising food and to the budding chefs for their hard work slaving away at the barbecues.

vi) The Choir is now firmly established, with numbers settled at ~ 45 and a solid repertoire which continues to expand. ND encouraged all members to attend as regularly as possible. He added that even if members know in advance that they are unable to attend the next concert, they should still come along to rehearsals, especially to learn the repertoire and also to assist other members in learning the music. Thanks were given to our Music Director, Rachel Marsh, for her hard work in choosing appropriate music and her dedication in teaching it; also to Phil May our accompanist, and to Alex and Mel for standing in when needed.

### 3. Music Director's Report

Phil May (standing in for Rachel Marsh) commented on the successful start during the Choir's first year, citing as an example, the Christmas 2013 concert. Another Christmas concert (proposed for 10<sup>th</sup> December) is already in the planning stage and a music programme is under consideration. Looking forward to 2015, RM has suggested a concert post-Christmas at the Wales Millennium Centre, Glanfa Stage, which Choir members felt was a good idea. There was also an intention to hold another concert at next year's Lisvane Festival.

### 4. Treasurer's Report

See Appendix.

### 5. Election of Officers and Committee

Alan Prosper proposed nominating the present Committee *en bloc*. This was seconded by Ian Shopland. There being no further nominations for committee positions, the present Committee was re-elected for a further term of one year.

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

#### i) Repertoire

Emma Smith suggested the Choir might sing a few songs during a concert without music, e.g. first and last numbers. Phil May and Karen Mingay suggested performing some songs unaccompanied.

A further point made by Emma was the need for a full concert dress rehearsal, in order to sort out any problems before the event - lack of adequate lighting was cited as an example.

Action: Committee to take these suggestions into consideration when planning future concerts.

#### ii) Future Charity Events

Sam Herbert proposed that the Choir support the NSPCC in a future charity concert. ND responded that this suggestion would be put to the new Committee for consideration. He also commented that any other Choir member would be able to propose their chosen

charity in the future. ND also mentioned that the Choir would probably put on one charity event per year.

Action: Committee to take this suggestion into consideration when planning future charity concerts.

iii) Choir Website

Ian Shopland described the recent meeting MRB and he had with Peter Gwatkin with a view to taking over responsibility for the llysfaensingers.org.uk website, citing the advantages that this would bring. The cost of building and maintaining this website would amount to approx. £50.00/year (at today's prices). Ian requested support from the Committee that money would be made available from Choir funds to develop the website. This was accepted.

Action: Committee to note.

Ian further requested that Choir members collect any photographs of events that could be used in a Choir website.

Action: All Choir members to note.

iv) In a further point, Ian Shopland commented that more advertising of the Choir is needed. Sarah Hodge agreed, adding that we should submit an "ad" to the "Lisvane Link" for new Choir members in time for the new term.

Action: MRB

v) Juliette Sherrard raised a previous suggestion regarding the issue of name badges for Choir members. The option was considered to be expensive, but a possible alternative of paper/card badges was discussed. These would be particularly useful if introduced at the beginning of the new term.

vi) Emma Smith enquired about the mechanism to suggest music for the Choir repertoire. Choir members were encouraged to discuss suggestions for new songs with their Voice Representative.

Action: All

vii) Karen Mingay outlined the proposal to hold another social function for the Choir. Post-Christmas (January?) might be a preferred time, possibly at the Ty Mawr pub.

Action: JS/CL to consider.

7. The meeting closed at 10.00 pm with the presentation to Eirlys McNeil-Watson of a cheque for £1000 in support of the Lisvane Old School Development fund.

Martin Bye  
21<sup>st</sup> July 2014

## Appendix

## Llysfaen Singers Treasurers Report 2014

### Membership:

First Term 15 Weeks = 45 Members

Second Term 15 Weeks = 50 Members

Third term 12 Weeks = 42 members + 2 Late Starters

For 15 week term our overheads are £1,325, Hall =£510, Choir Leader = £450 Piano - £375

Fixed Weekly Costs being: Hall Hire = £34 Choir leader = £30 Pianist = £25

With an average of 40 Members the weekly fee (subscription) is £2.35 per session which just covers costs without music.

### Income & Events:

#### **Christmas 2013 Concert:**

After all costs deducted £632.50 was achieved which went direct to fund music purchase.

**Peter Gwatkin**, via the SW Echo Collect Tokens Appeal we received £156.96

#### **Teachers Aid Concert at Llysfaen School:**

Ticket Sales raised £245, after expenses (flowers etc) £149 was donated to the Teachers Aid Charity.

#### **Summer Concert:**

Ticket, Bar & Raffle brought in an excellent £988.71

After costs deductions of £214.68 this left us with a profit of £774.03

£1,000 has been donated from Llysfaen Singers to the Old School Development Fund.

At the end of this summer term we are left with **£1,251.69 going forward** to our next term.

### Commentary:

I feel that for our first year we have done remarkably well. We have had three successful concerts, donated £1,000 to the local community. Even after this excellent gesture we still have a balance of £1,251.69 in the bank going forward.

There is a perception perhaps that our weekly fee is too high but when actual term lengths are considered fees only equate to £2.35p per week. I feel it is about right.

I would like to thank everyone for their support and enthusiasm in this our first year, especially by way of supporting our events. Via selling tickets and our raffles via both giving prizes and buying tickets. It is by every ones efforts we have done so well.

We are in a good place financially but must be mindful to build on our initial success going forward.

My books have been fully audited by Neil Hodge and found to be all in order.

Ann Doubler  
Hon Treasurer

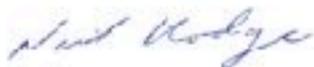
Llysfaen Singers

Income and Expenditure Account

September 2013 to 5th April 2014

	<u>05,04,14</u>
<b>Income</b>	
Subscriptions	3,110
Ticket Sales - Christmas	482
-Teacher Aid	245
Raffle monies	337
Echo Wish Campaign	157
	<u>4,331</u>
<b>Expenditure</b>	
Hall Hire	789
Music Hire/purchase	446
Musical Director	645
Relief Director	120
Pianist	563
Relief Pianist	100
Donation to Teacher Aid	149
Flowers & Gifts	85
Christmas concert costs	53
	<u>2,950</u>
Surplus	<u>1,381</u>
Represented By: Bank Account	<u>1,381</u>

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



Neil Hooge, Chartered Accountant

July 2014