**MINUTES**

**Unity in Sound Community Choir**

**Date: Thursday 17th September 2020 at 7.30pm**

**Location: St Andrew’s Church Ipplepen**

**Present: Jax, Jane, Leah, Lesley, Sheena, Shelagh, Sue, Wendy**

**Apologies: Naomi, Claire.**

Meeting to discuss Returning to choir following COVID 19 restrictions

|  |  |
| --- | --- |
| **The Way Forward**  Leah explained that choirs are waiting for DCMS clarification for allowing groups larger than 6 to gather without mingling in organised situations – i.e. choir rehearsals.  We have a strict and comprehensive Risk Assessment document which will be adhered to in every way to give confidence to returning members that everything that can be done to safeguard their health and risk of catching the virus.  We have ensured that we are in a COVID 19 secure building (St Andrew’s Church) and the Church Wardens have agreed that if we are 2 metres apart in separated pews and wearing visors that we can hold our rehearsals.  Although this decision has not be “rubber stamped” by Diocese.  In will be imperative that members communicate their intention to attend rehearsals before Tuesday at Midnight prior to Thursday rehearsal to ensure that we do not exceed 30 members. An Email/WhatsApp/Message will be sent to request that ALL members respond or they will be refused entry.  We will stagger groups of 6 on entry and departure and remind members to be mindful of not mingling in the church graveyard when entering and leaving. Once inside the church, groups of 6 will not be allowed to mingle with others groups of 6 in accordance with Government guidelines. We will hold 2 sessions from 7.15-8.15 and 8.30-9.30pm to ensure that numbers are kept below 30 in accordance with guidelines.  All Members will be temperature tested on entry and allocated a seat which they must stay in during the session unless a comfort break is required.  If any member presents with a high temperature, a persistent cough or a loss of taste or smell they will be asked to return home. |  |
| **RISK ASSESSMENT**  The Risk Assessment document will be updated to reflect the government guidelines of groups of 6 and our intention to strictly adhere to the rules. |  |
| **OPENING, CLOSING AND CLEANING OF VENUE**  A request will be sent for volunteers to clean the church after rehearsals and between sessions. Section Reps will communicate this to their sections**.** |  |
| **ATTENDANCE MANAGEMENT**  Jane will take attendance for track and trace purposes and it is hoped that in due course we will encourage all members to use a new communication application called **SPOND** to gauge attendance and do away with all other forms of communication such as WhatsApp etc. In the meantime, the Choir phone will still be operable. |  |
| **PARKING**  Will all members please park at the Village Hall rather than the Wellington Pub unless they intend to go to the pub afterwards. |  |
| **ZOOM/FACEBOOK STREAMING**  For those who still wish to self-isolate/shield, Leah will live stream the rehearsals via Facebook. It will not be possible to Zoom the sessions due to technical difficulties. |  |
| **FINANCE**  Lesley has emailed the financial sheet to Committee - £10,091.30p funds held |  |
| **AGM**  It is proposed to hold the AGM– probably by Zoom on the 2nd Monday in November. |  |
| **Date of next meeting**  Monday 19th October 2020 – Venue to be announced. |  |