**MINUTES**

**Unity in Sound Community Choir**

**Date: Tuesday 13th September 2022 at 19.30pm Location – Leah’s**

**Present: Claire, Jane, Jax, Kathy, Leah, Lesley, Shelagh, Wendy**

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| **Apologies: Beth, Bridget** | **Actioned by** |
| 1. **Previous Minutes: Approved & Signed**   May 2022 Minutes approved & signed | **Jax** |
| 1. **Matters Arising from previous minutes**   \*Referring to item 6 (Finance) on previous minutes – Both Banners have been checked and are complete.  \*Referring to item 7 of previous Minutes (Choir photos) – Claire suggested that in addition to a photo of the whole choir when some members may not be available; we should have sectional photos to ensure everyone is included in at least one photo.  \*Referring to Item 8 of previous Minutes (Sheena’s paperwork) – see later item |  |
| 1. **MD Update**   Holidays. Leah proposed that choir ceases for all holidays & half terms (amounting to 10 weeks) and that we would trial this for 1 year. Discussion took place as to the financial aspect of this proposal and it was agreed that we would amend payment from £20 pm to £16 pm to be paid over 12 months.  To be actioned at November AGM 2022 to start December 2022.  Zoom. Leah proposed that Zoom should cease from contract end.  **All agreed.**  AGM. The AGM will be held on Thursday 10th November 2022. Various positions will become available including Chair.  Jax will email Members to inform them of the date & vacancies. Nomination forms to be issued 2 weeks prior to the meeting. | **All**  **All**  **Jax** |
| 1. **Events.**  Leah proposed that the charity gig scheduled for 14th October be postponed until such time that we have learnt and practised our new songs and can perform to our usual high standard. Not only are we down on numbers for this performance but rehearsals have been disrupted due to the passing of Her Majesty the Queen on Thursday 8th September 2022. Members will be informed at rehearsal.   Karen to post on social media that due to unforeseen circumstances the performance will be postponed. And to inform the chosen Charities of our decision.  Bridget is on holiday, so Jane will contact Sue Hird to pass on the information to the Church.  Xmas. It was decided that we will practice Christmas songs and will ask The Carnival Club and The Hub if they would like us to perform over Christmas.  Chair wanted to express her thanks to all Choir members for their support and performances during the summer events. | **Leah**  **Karen**  **Jax**  **Jane**  **Lesley** |
| 1. **Finance**   Lesley reported funds held as at 2nd September 2022 at £11,867.86p and that Kathy Langabeer be appointed as Auditor. | **Lesley** |
| 1. **Press/Advertising Update**   Kathy reported that there had been a recent article in the Advertiser and they are most receptive to any other contributions. She will submit a promotional article for the Christmas period.  Karen (Social Media – not attending) suggests that we submit posts to “nextdoor.co.uk” - a local site attracting posts from surrounding villages and towns. | **Kathy**  **Karen** |
| 1. **Agenda Items** 2. Dainton Christmas Meal – Jane has enquired as to deposits and Menus - the cost this year will be £34.50. Members to be informed. 3. Sheena’s paperwork. Jane and Lesley will collaborate over retention of applicable papers and will update systems before the AGM. 4. Medical records – Jane asked that individuals medical records be updated 5. Constitution – Lesley suggests we amend the Constitution to reflect the Roles i.e. Chair, Vice Chair, Treasurer & Minute Secretary rather than the person responsible.   The bank requests that 2:4 sign official papers – currently the MD, Chair, Vice Chair & Treasurer can sign. | **Jane**  **Jane/Lesley**  **Jane**  **Lesley** |
| **Date of Next meeting**  Tuesday 18th October 2022 7.30pm at Leah’s |  |