



Committee Meeting - Minutes

September 3, 2016

The Castle Inn, Framlingham

Present:

Geraldine Smith, Giles Pebody (Chairman), Gill Clare (Treasurer), Janet Lansdale, Liz Hamilton, Peter Moorhouse and William Glasse (Secretary)

Apologies:

Judith Russell, Miranda Barclay

MINUTES

1. The Minutes of 18th June were approved and signed by the Chairman.
2. The accounts for 2015-2016 had been prepared and reviewed and signed off by Antony Wilson. The accounts were discussed in conjunction with additional information, including the outcome of the year separated into each concert and general income and expenditure and a draft report. The report will be amended before circulation to Members for the AGM (GC).
3. Over the past 5 years the cash reserve has increased as a result of careful budgeting. It was agreed that as the level of cash reserves is just over one years' expenditure it is entirely appropriate for the nature of the Society. The Society has the flexibility to plan more expensive concerts and to fund other ongoing ventures now, such as the Firebirds, and this is welcome.
4. There had been a slight drop in subscriptions compared with 2014-25. The subscription level will be maintained at the same level for 2016-2017.
5. The strong financial position that the Society is in was met with unanimous approval by those present and an acknowledgement that this was due to a team effort. The Treasurer was thanked for the significant amount of work done and her careful stewardship of the accounts.
6. It was agreed to review the expenses policy with a view to simplifying, shortening and updating it. AC understands going rates. PM will establish a database of performers we have used and the amounts paid previously and also draft a replacement for the policy, both in conjunction with GC.



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7. Barbara Howard had agreed to join the committee if elected and would shadow WG during the autumn. She will decide by the end of 2016 if she is willing to take over as Secretary in 2017.
8. The AGM reports will be circulated at the end of next week and committee nominations sought.
9. An informal meeting with AC to discuss strategy is needed. PM will circulate potential dates.
10. The concert planner for the Monteverdi Vespers was reviewed and is up to date on the committee section of the website.
11. Planning for the Cathedral Anthems repertoire is in hand.
12. We will need to know who is intending to sing in the Dream of Gerontius in the middle of this term. JL will pursue transport options once PM has negotiated and confirmed essential rehearsal dates. (PM/JL)
13. Brian Goodge has 'retired' from running the post-concert bar. It was agreed that we will follow up various options. It is hoped that Colin Hamilton will agree to take over.
14. AC is concerned about attendance levels, particularly the summer. We need to know how to improve it. AC will speak about this at the second rehearsal of term.
15. AC has accepted the position of Artistic Director of the East Anglian Academy. GP has replied and confirmed that we are happy and pleased that there may be collaboration opportunities.
16. The Friends programme is going well and supporting the 'Firebirds' initiative with Sir Robert Hitcham. The website will be updated. PM and WG to progress.
17. The Gift Aid wording for the Friends brochure will be updated in line with current HMRC wording, as it has been for the annual subscription renewal form.
18. CAF Bank will impose charges on the current account in October (£5 per month) and concomitantly reduce the interest on the reserves held in the Gold account in line with current financial markets. GC will investigate the feasibility of investing a significant portion of the cash reserve held in the CAF Gold account to earn more



Phoenixsingers

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interest elsewhere and offset the effect of the bank charges, but we will continue to use the CAF Bank accounts.

19. The Summer Concert had gone well; there had been some good feedback from the audience.
20. The next meeting will be on 26th November at 9am at the Castle Inn.

Signed.....(Chairman)

Date.....