



**Committee Meeting Minutes: Tuesday 19th August 8pm
Meeting Room South Woodham Ferrers Village Hall**

Time	Present IL, PW. CG. RS, PR	Action
8-00	1. Apologies for absence: LM, HP, KM, JTW	
8-02	2. Minutes of previous meeting were approved	
8-05	3. Actions : IL to f/u with Stow Maries has not yet happened. Keep on agenda JTW to liaise with Lennox re clash of sing out with Radio 2 in the Park, date changed to September 14th. RS to update on Museum of Power opportunity, no update yet JTW report on new top tenors, no update today IL and LM to update on 100 club reorganisation. We now have 120 members, this means the choir benefits from approximately £60 per month. PW suggested IL put. List of members with their numbers on the website JTW to supply Chloe with short recordings - done JTW to design new recruitment poster / leaflet - no update IL to update on choir information on TV screens at village hall - no update HP to arrange for new photo from sponsor for advertising-no update PW to forward minutes to John to post on website - done JTW to give Sean and Colin access to the tracks on the website-done RS to send posts about Easyfundraising to JTW to post on Facebook - ongoing PR First Aiders update not yet available	IL RS JTW IL JTW IL HP PR

8-20	4. Concerts LM had emailed an update and CG updated us on his venue search. <i>Next Concert:</i> <i>14th September - High Chelmer for Lennox. PR will bring banners and leaflets</i> <i>Upcoming</i> <i>20th September - Burnham URC</i> <i>3rd October - SWF Beer Festival</i> <i>30th Nov - Helen Rollason Cancer Charity @ Chelmsford Racecourse 11 to 11-45</i> <i>22nd Nov - SWF lights switch on, on main stage 3 to 3-20</i> <i>6th Dec - St Andrews Wickford - afternoon concert</i> <i>2026 plans:</i> <i>March Lunchtime concert, St. John's Danbury</i> <i>24th April, Joint concert with Chelmsford MVC at Salvation Army Hall in Chelmsford. JTW and CB available. If Chelmsford MVC do not confirm we will go ahead and search for another partner.</i> <i>May, No concerts planned, JTW away</i> <i>June, ?Choir blast (we will hear in December) and Hurdlemakers Arms</i> <i>July, Purleigh Church</i> <i>August ?Museum of Power</i> <i>September Mirren Theatre</i> <i>October 3rd Blackmore Church Harvest Festival</i> <i>October 2nd SWF Beer Festival</i>	PR
8-40	5. Music Report PW read out a report from JTW. Main points - he is happy with recent performances and is working on the programme for Burnham. Wants to improve the quality of the singing. Claire Howell has been unhappy with her performances in rehearsal and JTW has encouraged her. She is getting quite busy and may decide to withdraw as our reserve pianist. After Burnham JTW plans to start rehearsing Anthem. The committee would like JTW to do a practice track for Anthem on the website. RS conveyed a message from JTW that he would like to re engineer the backing track for Bui Doi. This will entail a cost to the choir. The committee approved this but again asked that the practice track also be updated. RS also requested JTW see if he can make the practice track timer so that we can choose an exact time to play back from. JTW to speak to RS if not clear what is required.	JTW JTW JTW JTW

8-50	6. Financial Update. RS had circulated a report in advance. There was a question as to what was included in sundries and RS produced a list, mainly BBQ related expenses. There was some disquiet on the committee that we often arrange a concert or sing out without knowing what our costs would be. It was felt we should have a detailed cost schedule available before we confirm a performance. RS to share a detailed job description of the treasurers role with the secretary so that it is available should something happen unexpectedly to the treasurer. RS reported that he had bought a new email address in January under the impression our current ones would no longer be supported by our supplier. This does not seem to be the case. Rs to investigate further before we pay for another year in January It was also agreed to continue paying for a pack of 5 domains for our website only one of which we currently use	RS RS
9-00	7. Website PW read out a report sent in by JTW. Apparently the site is up to date and the new members can now access the members area. PR reported he still is having trouble with getting onto the members area, PR to speak to JTW about this. RS is the only person with a log in for the email system. RBD uses RS' credentials when he accesses it. The committee felt the audit trail could be compromised, and would be in future, if RS shared his log in details with anyone else. Therefore for now RS will do the email system maintenance.	PR / JTW
9-10	8. Social Media and Publicity PW read out a report from JTW. There are now frequent posts going online including short video clips. Chloe is running a new "meet the members' section.	
9-20	9. Social Pitch & Putt September 10th Trip to "Made in Dagenham" September 24th Quiz Night October 18th Ideas for more events to encourage wider participation of choir members were called for by KM prior to the meeting. CG had compiled a short list based on the feedback received. This list will be shared with KM and discussed next meeting.	CG/KM

9-40	9. Membership No discussion as HP not present	
9-50	10. AOB. None was brought up	
	11. Date of next meeting: Tuesday 16th September, 2025 Apologies given in advance by CG. Meeting closed 21-43	