

The meeting was held on Tuesday 25 August 2020 at 20.00, online via Zoom

Present: Anne Adams (minutes), Anne Burleigh, Paul Duffield, Russell Eagling, Marianne Grayson (host) Paul Henstridge (Chair), Georgina Hulse, Allan Lacey, Jim Monach (Making Music rep), Els Pearse, Sue Pennington, Sally Turnbull,

1 Apologies Helen Kirk, James Oliver, Ben Stone

2 Minutes of previous meetings

Minutes of the meetings held on 12 Feb, 07 May, 26 May and 26 June 2020 were approved

3 Matters Arising

Graham Dawson reported that he had managed to complete the submission for 5 years of Gift Aid associated with member subscriptions and donations, and that HMRC had consequently paid just over £25,000 into the SPC account. Fellow Trustees expressed their delight and thanked Graham for the time and hard work this has entailed.

4 Covid 19 route map plan

Following discussion, it was agreed that on-line rehearsals would start on 8 September and continue weekly until October, when combined live and on-line rehearsals would hopefully start using 27 mixed voices (making the required max of 30 with the three professionals), the rest of the Chorus attending virtually via Zoom. Darius is investigating the technical and logistic requirements.

Finding a venue is proving difficult, as venues are reluctant to hire given the required cleaning regime. Rehearsal duration will need to be shorter than usual as toilet facilities are unlikely to be available. If all else fails it was agreed to seriously consider using Paul H's barn which is clean and dry, can seat 30 with 2m distancing, is well ventilated, has power and lighting and plenty of parking.

Trustees agreed to survey members to canvas opinion re rehearsing live, to see who would attend, and to ask who has Rachmaninov scores.

The purchase of Rachmaninov scores for those unable to buy their own was agreed; the issue of distribution has yet to be addressed and may require the use of digital copies (permissible once actual copies have been purchased).

Russell E to email his contact at Upper Chapel – Anne A to send him the email she has already sent them

Jim M to contact the University re potential rehearsal space

Jim M to scan his Rachmaninov copy and email it to Anne A ready to send to members

Anne A to survey members re live rehearsals, virtual performance, Rachmaninov and Rutter copies

Paul H and James O to compile Covid-19 Risk Assessments for live rehearsals

5 Virtual performance

Trustees approved the plan to record from our homes, for release at Christmas, Darius' new arrangement plus Rutter's Gaelic Blessing and maybe a couple more carols, with Black Dyke Band, Rachel Fright (piano for Rutter) and perhaps Darius (organ). Rachel F and Darius will do the editing between them.

It was agreed that our stock of Rutter scores be supplemented with sufficient new scores to make up the required number, and that the Rutter recording be shared with St Luke's for their on-line carol service or failing that a track from our CD, which Anne A has already sent.

Trustees agreed with the suggestion that we ask our two Patrons to be involved, eg Petroc Trelawny to act as presenter and Sam West to provide a reading.

6 2020-21 season

- 6.1 Fri 6 Nov 2020: After Hours concert City Hall ballroom: noted that this is almost certainly cancelled.
- 6.2 Sat 12 Dec 2020: Christmas carol concerts: noted that this is almost certainly cancelled.
- 6.3 Sun 24 Jan 2021 City Hall: Brahms Song of Destiny SICS: noted that this is likely to be cancelled.
- 6.4 Saturday 15 May Sheffield cathedral: It was agreed that this self funded concert of Rachmaninov's *Vespers* (plus other work(s) yet to be determined) will be sponsored by Kim Staniforth in memory of his wife, previous SPC member soprano Margaret Staniforth.
- 6.5 Saturday 19 June 2021 City Hall: It was agreed that this Faure *Requiem* concert, self funded but with some support from Halle Concert Society and SIV, will be sponsored by SPC tenor John Spence in memory of his wife Sue Spence. We will need to check with the Halle Concert Society, but do not anticipate any issues with this arrangement.

7 2021-22 season Deferred to a future meeting.

8 Marketing and Publicity

The need to publicise the virtual performance, and to ensure comparable publicity for the two memorial concerts, was recognised.

9 Governance

- 9.1 **Subscriptions.** Trustees were heartened to hear from Graham D that most members have continued to pay in full throughout 2019-20, and that some are very generous in paying above the subscription rate as a matter of course. It was agreed to recommend to members at the next AGM a reduction in our subscription fee to 50%, in recognition of the loss of part of last season and the potential loss of part of the next.
- 9.2 **AGM.** It was agreed to hold the AGM in November as planned, virtually via Zoom, using electronic polling to vote, if this is feasible. Officers need to send their reports to Anne A so she can compile them to form the Trustee Annual report.

Marianne G to check out polling via Zoom (completed immediately after the meeting; polling via Zoom is easy and rapid)

Officers to send their sections of the Trustee Annual Report to Anne A by 9 September 2020

- 9.3 **Policies.** The Equality Policy was approved, once amended by the addition of reference to the Complaints Policy. Arising from the policy, the need for SPC to address the issue of diversity was recognised. The Trustee Induction Pack was also approved; new Trustees need to complete a Trustee Declaration of Interest.

Anne A to add reference to Complaints Policy in Equality Policy (completed immediately after the meeting)

Anne A to send a Trustee Declaration of Interest form to any Trustee who has not already signed.

Anne A to put equality and diversity on next agenda

10 Committee Officer issues/reports

- 10.1 Picnic – it was agreed to try for another picnic

Helen K to organise another picnic

10.2 Officers – no business to report

11 Any other business

Graham D raised the issue of fees for our three professionals, and it was agreed that the fees should be increased in line with the Consumer Price Index (CPI), in recognition of their hard work in helping SPC to continue operating on-line, and to provide much-needed support.

Graham D to write to professionals re their 2020-21 fees which are to be raised in accordance with CPI.

ACTION LIST (actions known to be completed shown in grey)
24.09.2015 3.4 Els to try to sell scores gifted by T Pickle's wife, on eBay or Abe Books. ASK RACHEL FRIGHT TO DO THIS?
26.10.2017 7.1 Graham D to transfer assets to the CIO and close down SPC the charity ONGOING
10.05 2018 5. 2.1 Paul B to replace stationery items in drop box items bearing new logo RUSSELL EAGLINK TO DO THIS
04.09. 2019 Paul B/James O to commission P Boardman to design new banners with new logo. RUSSELL EAGLINK TO DO Anne A to prepare a press release for Rutter Gloria BETTER TO LEAVE UNTIL CD IS RELEASED
16.10. 2019 Graham D to consider how the appointment of a professional book keeper would work Paul H to print Georgina's music theory booklet when it is ready.
12.02. 2020 Paul H to speak to Darius re elective concert in Bakewell church in support of their organ appeal. Sally T to ask Kath Eadon to consider taking over the Facebook role. Anne A to suggest ways Alan L could assist her. Paul H to talk to Darius re identifying audition pieces when rehearsing multiple works. Anne A and Graham D to complete the Reserves Policy. DONE
07.05. 2020 Anne A to ask Petroc Trelawny to run the recording of Darius' new arrangement on Radio 3 (combine with PR re new Patron etc ACTION INCORPORATED INTO PLANS FOR VIRTUAL PERFORMANCE (see minutes Item 5)
26.06. 2020 Paul H and James O to compile Covid-19 Risk Assessments for Zoom rehearsals
25.08. 2020 Russell E to email his contact at Upper Chapel – Anne A to send him the email she has already sent them Jim M to contact University re potential rehearsal space Jim M to scan his Rachmaninov copy and email it to Anne A ready to send to members Anne A to survey members re live rehearsals, virtual performance, Rachmaninov and Rutter copies Graham D to write to professionals re their 2020-21 fees which are to be raised in accordance with CPI Marianne G to check out polling via Zoom DONE – polling easy and rapid Officers to send their sections of the Trustee Annual Report to Anne A by 9 September 2020 Paul H and James O to compile Covid-19 Risk Assessments for live rehearsals Helen K to organise another picnic Anne A to add reference to Complaints Policy in Equality Policy DONE Anne A to send Trustee Declaration of Interest form to any Trustee who has not already signed one. Anne A to put equality and diversity on next agenda DONE