



MINUTES OF COMMITTEE MEETING

SUNDAY, 20 FEBRUARY 2005

HELD AT BENSLOW MUSIC TRUST, HITCHIN, HERTS.

Reg. Charity No. 282751

Present:

Andrew Short	Chairman	Andrew Collis	Chair, WBF
Alistair Read	Secretary	Ullie Burchette	Committee
Brian Fraser-Hook	Treasurer	Sandra Foxall	Committee
Jim Rowley	COS	David Scruby	Committee
Colin Martin	Musical Adviser	Margaret Shearing	Committee
Helen Hooker	Musical Adviser	Peter Sturgeon	Committee

1. **Welcome/Apologies for absence:** The Chairman welcomed everyone to the meeting and thanked Graham Danbury for attending. Apologies were received from John Allen; Madeline Seviour; Mary Tyers; and Moira Usher.

2. **Minutes of the last meeting**, held on 31 October 2004, were AGREED and approved *nem. con.* Proposed: Colin Martin; seconded: Andrew Collis.

3. Matters arising

Minute 4.4 The Chairman said that he had been advised that we were not allowed to use 'Master of the Queen's Music' after the president's name on our letterheads and other documentation.

Minute 5.6 It was AGREED that no further action should be taken in respect of the subject of downloading music from the internet.

Minute 11 The Chairman said that he had been in correspondence with Anthony Rowland-Jones in respect of the matter of the purchase of large instruments, funded by the Arthur Fund. Agreement had been reached that interest accrued by the fund would be better spent on administration of NYRO.

4. Officers' Reports:

4.1 *Chair, Walter Bergmann Fund:* Since the last meeting the committee have met to consider six applicants. We awarded three amounts of money to assist the purchase of recorders. We have awarded the "Philip Cole Bursary" for 2005 to sponsor a Junior day at the Woodhouse Recorder Week in August. We have raised the maximum award amount from £300.00 to £450.00.

4.2 *Competition Administrator:* It was AGREED that branches and NYRO should be encouraged to provide suitable venues for recitals featuring the winner of the Moeck/SRP Competition. It could prove inspirational for NYRO and SRP branches.

4.3 *National Youth Recorder Orchestra (NYRO):* The Chairman said that he had now collected from David Beare documentation about NYRO administration, however these did not include accounts, budgets or information from schools approached to host NYRO 2005. A fledgling sub-committee to administer NYRO had met in Birmingham on 17 February 2005, under the chairmanship of Andrew Short with two external members, Jean Murray and Dianne Charles, also Colin Touchin (musical director) and Naomi Winterburn (administrator). The membership of the sub-committee was

APPROVED subject to the inclusion of an additional member of the Society to serve as NYRO treasurer. It was suggested that Beryl Craven be asked to serve as treasurer (Action: Chairman to write). It was further AGREED that there should be two (2) out of three (3) signatories to sign cheques on the NYRO bank account, the signatories being Andrew Short, Naomi Winterburn and the new NYRO Treasurer Proposed: Brian Fraser-Hook; seconded Colin Martin. It was noted that, at Conference 2005, the post of Project Manager, NYRO, would be abolished.

4.4 *Treasurer*: In presenting his report, Brian said that he was still waiting for NYRO accounts from David Beare and NYRO bank account details from Colin Touchin before these accounts for the financial years 2002–03 and 2003–04 could be finalised and sent to the auditor. It was of the gravest concern to the Committee that the SRP was under warning from the Charity Commissioners that, unless outstanding accounts for 2002–03 were lodged immediately, an enquiry into our affairs would be instigated. It was noted that the form circulated with the October 2004 minutes was not user-friendly as far as branches were concerned. Brian undertook to accept branch annual accounts as previously presented; he would extrapolate the necessary information for the Charity Commissioners' annual returns. It was reported that there were still a number of branches who had not yet sent in accounts for 2003-04. A list of these branches would be included in the Secretary's letter circulated with these minutes. (Action: Secretary). Brian then tabled a financial summary for 2004-05 and confirmed that he would be recommending to Conference 2005 that no increase in annual subscriptions would be sought. Brian reported that Festival 2004, at Winchester (Wessex Branch), made a profit of £1490.03. It was AGREED this would be split three ways as before. It was further AGREED that Roxburgh Branch be permitted to retain 100% of the profit realised on the Scottish Festival (held at Alva) in 2003. Proposed: Colin Martin; seconded Peter Sturgeon. It was with much regret that the Committee noted Brian's notice of retirement as the Society's Treasurer at Conference 2006.

5. Payment of professional fees to conductors/pastoral visitors

In opening the discussion, Graham Danbury, the Society's legal adviser, confirmed that it was members of the central committee only who were trustees within the terms of the Charity Commissioners. He also confirmed that as such members were ineligible for any payment other than expenses incurred on Society business, and that branches were free to buy in such services that they required. Graham undertook to complete an application to the Charity Commissioners that would allow trustees to sell services to branches in respect of professional skills. This application would apply to musical advisers, pastoral visitors and branch musical directors and, it was hoped, would be for a seven-year period. It was AGREED that Graham should proceed with such an application. Proposed David Scruby; seconded Jim Rowley. It was further AGREED that the Chairman should present a paper to Conference 2005 proposing (1) that pastoral visitors need not in future be members of the Society and (2) that a two-tier pastoral visitor list be produced denoting those conductors seeking a fee and those not doing so. It was suggested that whilst reimbursement of travelling expenses for pastoral visits would continue to be met from central funds, the cost of conductors seeking professional rate fees would have to be met by branches. Proposed: COS; seconded Sandra Foxall. (Action: Chairman).

6. Child Protection Policy

Moira Usher's paper was tabled. Following discussion, this was amended. The Chairman undertook to discuss alterations with Moira before it was presented to Conference 2005. (Action: Chairman).

7. Conference arrangements; election of Officers

The Secretary said that conference arrangements were in hand and that he and the Chairman would draft the agenda. It was AGREED that we would not proceed with the offer for a joint festival at Malvern in 2008. The Chairman said that all officers, with the exception of the Membership Secretary, were prepared to stand for re-election. Conference would be asked to agree to the rule changes dispensing with the NYRO project manager post and creating a NYRO sub-committee. A rule change to abolish the CSRП would be required. (Action: Secretary and Legal Adviser). The Chairman said that Peter Sturgeon (committee member) and Colin Martin (musical adviser on committee) were standing down this year and that Norma Herdson had resigned in October 2004 and he thanked them for their services. The next musical adviser to serve on committee was Colin Touchin. The Secretary said that no nominations for Committee membership had been received to date. He went on to say that should Margaret Shearing be elected to the post of Membership Secretary a casual (two-year) vacancy on the committee would also occur. The committee therefore proposed that the following people be canvassed to stand for election: Beryl Craven (LEI); Steve Marshall (CHG); Dick Pyper (GUI); Valerie Flook (ABE); Felicity Bryers (GLA); Joan Reeves (NEW); Helen Jones (NUN/WAR). (Action: Secretary).

8. Any other business

8.1 *Woodhouse Recorder Week:* The Chairman said he had been approached by the organisers of this course, seeking the Society's financial assistance. Following discussion, it was AGREED that £2,000 be granted from the Arthur Ingram Fund for this year's event. Proposed: Brian Fraser-Hook; seconded: Peter Sturgeon. It was further AGREED that, when responding to the application, the Chairman should emphasise that we would require a deal on publicity and provision for one or two observers to public concerts. (Action: Chairman).

8.2 It was suggested that an email database of branch treasurers would be a useful tool for the Treasurer. The Secretary undertook to write to branches. (Action: Secretary)

9. Date and time of future meetings

9.1 The next meeting will be held on Sunday, 15 May 2005, at Benslow Music Trust, Hitchin. Officers' reports would not be required for this meeting.

9.2 The Autumn meeting will be held on Sunday, 30 October 2005, also at Benslow Music Trust, Hitchin.

The meeting concluded at 15.55 hr. with thanks to the staff at Little Benslow Hills for their domestic arrangements.

JAR
23.02.05
Min.0205 (final)