

Minutes of the Progress Band Committee Meeting held at 183 Village Way on Tuesday 20th January 2015

Present Bob Barnes, Chair, Alison Charlesworth, David Charlesworth, Paul Bates, Dianne Barker, Margaret Larkin, David Howell, Musical Director.

Apologies-Sue Redsull

The Minutes of the previous meeting held on 8th October 2014 were agreed.

A paper was circulated that gave an overview of the positives and negatives of the winter gigs undertaken by the Progress Band and these were discussed.

Forthcoming jobs -David C is keen to put commitments in the diary. So far we have two firm bookings. These are 20th June, Clapham and 27th June, Sanderstead.

Possible gigs might include 4th July-DH's school. Clapham Carols and Copleston.

David C is to make contact with Coolings Nursery at Knockholt regarding a possible gig. Action David Charlesworth

Dianne is to establish links with local schools. Action Dianne Barker

Alison is going to look into the possibility of a suitable competition to enter.

Action Alison

Charlesworth

Paul is to make contact with the Friends of Wandle Park with the view of a gig on the restored bandstand. Action Paul Bates

A fun challenge was suggested,- to play in the craziest place. The idea is to be posted on the Progress Band's Facebook page. Action David Charlesworth

It was felt that the Progress Band should become involved in the Overground Festival at Crystal Palace. This will take place from 24th -28th June.

Action David

Charlesworth

All to note please. David Charlesworth is the only person who can make bookings.

Membership was discussed and the need to get more players. Paul has already distributed leaflets in Croydon to music shops and libraries.

It was felt advantageous to have David Howell's name on our leaflets so that children he teaches could connect with the band.

It was agreed that we have a second open Facebook group to help recruitment and appeal to young people.

Action. David Charlesworth

A member of the main band with experience of branding is to be asked to help produce a leaflet with appeal to young people, and for advice on delivering a clear band image overall

Action. Alison Charlesworth.

Membership subscriptions-Bob is chasing a few members. Action Bob Barnes

There are now just two people on the band list who need to be asked if they still wish to be members.

Action Dave Howell.

Instruments-these need checking back when returned. We need to note on a form the condition of instruments noting anything untoward.

Action Sue Redsull

Band instruments. The process can be helped by possibly having a deputy to Sue. Sue to be asked about the possibility of developing this idea.

Action. Bob Barnes

Margaret is to ask George if he still has a band cornet. [Action. Margaret Larkin](#)

A procedure to induct new members was discussed. It was agreed to prepare the band guide and the child protection policy ready for new members on their first attendance. The Chairman will make a point of speaking to new people to welcome them, discuss whether they are ready to meet the entry requirement, and to get their email address and phone number. We decided not to have a rigid policy on when they could take one of our instruments away with them, but to apply the principle that we would generally only loan to new members who would be ready to play with us from the outset. [Action. Bob Barnes](#)

We will print copies of the band leaflet for existing members [Action. David Charlesworth](#)

The minimum band entry requirements were discussed and they remain as detailed in the band leaflet.

Child Protection- Alison and Margaret to get the version of the Child Protection document that already has Dave's changes from Cath, and sharpen it so that it clearly reflects our way of working and is ready to be presented to the main band committee for issue. [Action. Alison Charlesworth and Margaret Larkin](#)

Alison and David Charlesworth have spent a lot of time sorting music so the situation is now much improved. There is a new rubber stamp to denote originals.

The music belongs to the pad not to individuals. Alison is to set a date for a few people to meet up to go through more of the music and sort it out.

[Action. Alison Charlesworth.](#)

To lighten the load on David Charlesworth, we'll aim to have someone else responsible for Project Management of some gigs. A checklist for gig issues would help with this. [Action David Charlesworth](#)

To lighten the workload for the MD it was thought to be a good idea to ask a member of the Progress Band to be a Band Marshall. The duties will include to set up for the conductor, to oversee tuning up etc. A list of what needs to be covered will be drawn up [Action. David Howell](#) will speak to the suggested member.

AOB- The cup won at the Beckenham Music Festival is to be engraved with the name of the Progress Band. [Action.](#)
[Alison Charlesworth](#)

Band Social-This will be put on the Agenda for the next meeting. [Action](#)
[Bob Barnes](#)

The next Committee Meeting will be in 3 months time approx.

There will be a shorter action meeting as needed.