

Crystal Palace Band

Minutes of AGM Meeting 15 April 2015

Tom Whittaker opened the meeting at 8.14pm and thanked everyone for attending and welcomed everyone.

Apologies: Brian, Alan

Approval of Minutes of last AGM - Approved as read

Reports from Committee Members

Property - Carol Maher

- Six new cornets for progress band. 5 currently in use
- Van has been useful and saves wear and tear on cars / instruments. We will continue to use it this year.
- Jackets – difficult to get covers. So please keep jackets in their covers at all times and please keep the hangers in the cases.
- Instrument store is cramped and damp. Better than what we have had in past. Please put things away neatly and be careful with the shelves. The shelves can't be fixed to the wall and they are a bit wobbly.
- Big thank you to everyone who helps put things away at the end of rehearsal.
- Carol is resigning as property master. Tom thanked Carol for all the years of work she has put in as Property Master.

Librarian - Richard Lovett

- Thanked Alison for efforts in sorting out the progress band library and removing all the photocopies. She has put in a lot of effort and it is very much appreciated.
- Music purchase over the last couple of years have only been claimed this year which is why music spend seems high this year.
- Please don't take pads away if you aren't going to make the following week's rehearsal. And if you do take it away and can't make rehearsal please try and get it back to band.
- Thanks to band members for looking after the pads.

Treasurer - Roger Morton

- Bank balance down by £1000. This is due to purchase of cornets and purchase of music.
- Band concert revenue was good last year.
- Plenty in the bank for a rainy day.
- Roger proposed for member's subs will be kept at £90 and £45 for concessions. This was seconded by Ben, Roger and Carol.
- Roger is stepping down as treasurer after many years of doing the job. Tom thanked Roger for all his time over the years. Thank you Roger.

Secretary - Rachel Bleach

- Gig list on line needs to be checked regularly.
- Currently only 3 confirmed paid jobs. Rachel has tendered for a few more so hopefully we will have more by the summer.

Progress Band - Dave Howell

- Thanks to everyone who plays in the progress band for all their effort and commitment.
- Thanks to Mike for conducting the progress band jobs this year.
- The new cornets have been a real asset to the back row. The old cornets now need to be disposed of. This will be a job for the new property master.

Musical Director - Mike Gray

- Progress made by main band in the last year. The band's sound, quality and intonation has improved over the last year.
- Thanks to all the committee for helping out. Especially Tom, Richard and Rachel.
- Looking forward to conducting the progress band this year. Dave has done a fantastic job with the progress band and they are sounding really good.

Chairman's Report – Tom Whittaker

- Thank you to everyone on the committee.
- Favourite moment of the year has been doing the two contests; Oxford and Stevenage. Hope to do the same contests next year.
- Thanks in particular to Mike and Dave. They do their job without payment and both do a fantastic job.
- Thanks to Adam for the tea, Thanks for Diane for always opening up and being responsible for the keys, Thanks to Chris and Carol for driving the van and thanks to everyone who packs up and sets up for rehearsal and jobs.

Election of new committee

- Adam proposed Tom as Chairman, Rachel and Cath seconded. Show of hands unanimous – Tom voted in.
- Carol proposed Ben as property master. Tom seconded. Show of hands unanimous – Ben voted in.
- Roger Bleach nominated Richard as Librarian, Ben seconded. Show of hands unanimous – Richard voted in.
- Ex officio –Mark D and Roger M nominated. Show of hands for Mark – unanimous. Show of hands for Roger M – Unanimous. Roger and Mark voted in.

- Publicity Officer – Carol proposed Nikki, Roger Bleach seconded. Show of hands – unanimous.
- Treasurer – Cath and Roger M nominated David Charlesworth. Richard Lovett seconded. Show of hands – unanimous – David voted in.
- Secretary – No nominations. Rachel happy to continue in the role. Nikki proposed, Diane seconded. Show of hands – unanimous – Rachel voted in.
- Assistant Secretary . Rachel nominated Cath, David seconded. Show of hands – unanimous – Cath voted in.
- Progress band representative – Bob Barnes nominated. David proposed. Alison thanked Bob for effort.

Social Media

Ben mentioned that a few people should be moderators so that our social media presence is continuous. This was agreed. Ben agreed to help with social media and website.

Members expectations document

Written for child members of the band and for main members of the band so that both know what is expected of them.

Tom went through the main points of the policy. Questions asked:

Roger Bleach – is it rules or a briefing document – Briefing document and it documents the ethos of our band.

Is it intended to be on members or public part? – It will be on the public section as it shows new members what we are all about.

When Dave H first read it he thought that it sounded a bit negative. He thought it suggested that people who are floating players might be put off about coming to the band.

Mike wanted the document to be a document that applied to people who only become members. People are welcome to come and have a play with us but once they joined then there are certain expectations of them as members.

Ben said that if it was going to be on the Public site then it needed to be a bit more friendly. Tom suggested that it could be phrased a bit more informally.

Roger was impressed with the FAQ's put up on the progress band site.

Ben made a suggestion that publicity info should be more prominent on the website.

Louise Kennedy did a document about branding a few years ago. This is to be passed to Nikki to have a look at to understand how we better market ourselves as a band.

Tom asked people to email him any other views on this. To be discussed at next committee meeting

Child Protection Policy

Thank you to Alison, David and Margaret for getting the policy together.

Idea of the document is to display what our policy is regarding having children in the band.

Tom read through the main points of the policy.

Will have a designated Child Protection officer - Margaret and an Alternative officer – Alison for progress band and Carol for the main band.

Anyone who is on the offenders register or is being investigated are not eligible to be a member of the band. If this applies to you then you need to let one of the child protection officers know.

We are an organization that has children and we have a obligation to protect them where required.

The band was warned to be careful on social media about befriending a child member of the band and was told that you can't promise to keep a secret if a child tells you something serious. Make a record of what the child tells you, time and date stamp it and then pass it on to the child protection officer.

Questions;

Margaret Larkin – are Dave and Mike already DBS checked. Dave is checked and Mike is in the process of being DBS checked.

John White – He previously used to transport children to rehearsals on his own. How would this work now? Alison answered that you need to have two adults in the car to transport children. Dave mentioned that if you are transporting friend's children or children with the parental consent then you are allowed to transport children on their own. We just need to be sensible about what we do in order to protect ourselves.

The policy is recommendations only.

Diane mentioned that sometimes children are left by parents before any other band member turns up. Bob mentioned that parents will be made aware of the band's child protection policy and the recommendations once it is approved.

Roger Bleach mentioned that the policy talks about rolling it out to the main band when required. Can the wording be changed so that it applies to both bands now. This was agreed.

Bob suggested that we approve the policy and roll it out and review in a couple of months.

Document was approved and adopted by the band. Minor tweaks as required can be made in a couple of months when it is reviewed.

Band trip 2016

We have been offered a 23 bunk house with a rehearsal room next door with a hotel 5 minutes walk away on the Isle of Arran by Dave Payne (Adam's brother). This would be done on August bank holiday next year. This is something to be considered as an option.

A.O.B. □

- Whit Friday – Ben gave update. Hotel has rooms available in Oldham. Looked at making own way up to Oldham and then getting a coach to take us round the venue. Go on Friday morning up to the Whit Walks, do a couple of villages then stop and watch a few good bands, stay over on Friday night. Maybe do Alton Towers on Saturday. Ben to send out email this week.
- Adam thanked Mark for supplying the biscuits

Meeting closed at 9.25 pm □

Attendees □

Bob Barnes, Luke Thompson, Margaret Larkin, Jessica Larkin, John White, David Storey, Alison Charlesworth, David Charlesworth, Adam Payne, Ben Ward, Chris Maher, Mark D, Ben Dowsett, Dianne Barker, Zoe Bleach, Martin Garnett, Helen Reilly, Graeme Cornish, Dave Howell, Richard Lovett, Mike Gray, Tom Whittaker, Roger Morton, Rachel Bleach, Catherine Tinker, Roger Bleach, Maya Haugland, Isobel Cox, Carol Maher, Nikki Maher