**Crystal Palace Band**

**Committee Meeting – Saturday 11th Jan**

**Present**: Richard Lovett, Rachel Bleach, Catherine Tinker, Bob Barnes, Ben Dowsett, Heather Pearse, David Charlesworth, Laura Channel, Ben Ward, Mike Gray.

**Apologies**: Dave Howell, Tom Whittaker.

**Actions arising from the meeting:**

**David Charlesworth**

* Source and install a key safe on Ben D’s house to keep a set of the museum keys.
* Speak to the Main Band about rehearsal etiquette.

**Ben Ward**

* Start the refurbishment of current band instruments;
* Send the recording of the area test piece to the committee.
* Purchase a flugal gig bag

**Bob Barnes**

* Investigate having acoustic-improving cabinet covers made.
* Purchase a noise monitor for the band room - £150 spend limit.
* Look into other ear protection alternatives other than stand barriers.
* Speak to Richard Harber about opening up the museum on Wednesday’s for 6B.
* Speak to the Progress Band about rehearsal etiquette.

**Cath Tinker**

* Send out a doodle for the next committee meeting

**Heather**

* Set up and lead the vulnerable adult and child protection steering group.

**Richard Lovett**

* Submit music expenses to David C
* Organise a date for sorting out the undercroft.

**MATTERS ARRISING:**

**Plan for this year**

1. Do we want to do:
	1. An entertainment contest earlier in the year – Wychavon – 31st October
	2. Oxford or SCABA to run through the area test piece
	3. Butlins
	4. A Christmas concert

Committee agreed that we were going to do Wychavon this year instead of Butlins. So the year will look like

* + - Oxford/SCABA
		- Regionals
		- Summer gigs
		- Whychaven
		- Christmas gigs and concert.

**Progress Band**

**6 o’clock brass (6B).**

* This group is going to run from 6.15 - 6.45 pm.
* Hywel Jones has agreed to take the new group. DBS checks are currently being done.
* If the committee is okay and the DBS check are completed in time, the group will start in January 2020.
* Richard Harber is going to send a message to both bands requesting help publicising it.
* 6B players will also stay for the first part of the PB rehearsal.
* The museum is happy for the band to run this and are considering how much they will charge us for the longer session.
* The intention is to charge 6B members (who don’t play for the PB) an amount per term (£15) with the first term being free.

**Membership**

* Have a bass player and a cornet player who have enquired about coming along to rehearsal.

**Key Holders**

* Museum can’t issue another set of keys due to insurance conditions.
* David suggested that we have a key safe attached to someone’s house near the museum where we store one set of keys. This would offer whoever needed the keys the ability to pick them up easily.
* Ben D offered to have the key safe on his house. David C to source and install.
* It is to be decided who have the other sets of keys.
* Richard Harber to be asked if he is okay to be a named key holder given that he is going to be opening up.

**Child and Vulnerable Adult Protection and DBS Issues**

* We need a process around the recruitment of ex-offenders.
* A member of the PB raised the issue of our child protection policy being extended to include vulnerable adults.
* Making Music have good templates around these issues.
* David C suggested setting up a steering group to review these templates and adapt them for our requirements.
* Bob suggested that we need a shared projection policy across the two bands. Bob also suggested that the child protection person who currently sits on the PB committee should sit on the main band committee.
* David and Bob suggested for the steering group - Andrew Rixon, Alison Charlesworth, Laura Channel and Heather Pearce. Heather to set up and lead the group.

**Gig Logistics**

* Mike is spending time organising logistics around gigs. This should be spread more around the committee.
* PB have a process being developed and committee agreed it would be a good idea to adopt the same ideas.
* David suggested making this role a committee post. The committee agreed - to be actioned in the New Year.

**Band Room noise - Damage to hearing.**

* The amount of sound in the band room is sufficient that if a person playing within the band is exposed to loud sounds within the rest of their week (i.e. other rehearsals, noisy commutes, listening to loud music etc.) then they need to take action to protect their ears.
* Bob agreed to deliver the findings and some noise awareness training for both bands with timing of the training to be discussed at the next meeting.
* Thank you to Bob for doing the investigation.

**Away Day**

* Do we want to do an away day e.g. Morning session – discuss future of the band / noise abatement training, afternoon session - rehearsal, evening - social.
* Cath, Laura and Bob to have a look at organizing this.
* Mim’s mum suggested a rehearsal venue in Penge with breakrooms etc.
* Another suggestion is to go to Wychcroft House near Redhill, Surrey.
* To be discussed at the next committee meeting

**Any other business**

* Rachel requested that the band purchase a gig bag for the flugal. The committee agreed.
* The undercroft needs to be sorted out. Richard to organise a date for this.
* AGM date needs to be fixed. To be discussed at the next meeting.

**Date for the next meeting** –Cath to send out a doodle.