**Crystal Palace Band - Committee Meeting**

**Tuesday 18th Sept 2018**

**Present**: Tom Whittaker, Richard Lovett, Rachel Bleach, Dianne Barker, Catherine Tinker, Ben Ward, Bob Barnes, Laura Channel.

**Apologies**: David Charlesworth, Mike Gray, Nicci Maher, Dave Howell.

The meeting started at just after 8.10pm. Tom welcomed Laura to the committee.

**Actions arising from the meeting**

Tom Whittaker

* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.
* Ask the band if they want to do the Westow House caroling job and the Penge Rotary job this year.
* Speak to band about reducing the amount of talking during rehearsal.

David Charlesworth

* Form a sub-committee with Richard and Ben to review band instruments, checking who has what and to formulate a strategy for spending money on instrument upgrades/repairs over the next few years.
* Meet with Cath to draft the Band’s Data Protection Policy.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.
* Order banners for Progress band.
* Review band insurance.

Richard Lovett

* Provide a list of all percussion needed with prices to the committee.
* Be part of the sub-committee, with David and Ben, reviewing band instruments and strategy for future instrument upgrades/repairs.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.
* Investigate a band trip to Antwerp.

Mike Gray

* Send picture of bass drum to Potters and get a price for refurbishment. Amo also to be contacted for a quote.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

Dave Howell

* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

Ben Ward

* Organise a Saturday afternoon date to clear out the undercroft (all band members).
* Contact Isobel Cox, Toby and Francis to check if they still have band instruments/jackets.
* Start the refurbishment of the instruments in the band that are being played.
* Provide list of what instruments we have and who has them.
* Determine with Mike what further percussion kit needs to be ordered
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

Rachel Bleach

* Order band jackets.
* Speak to museum about the damp/mold in the band store room.
* Organise a meeting with Ken to discuss museum layout and storage arrangements.
* Contact Mike (who played rep) to see if he is interested in coming to band again.

Cath Tinker

* Chase people on their availability for all the jobs.
* Meet with David Charlesworth to draft Crystal Palace Band’s data protection policy.
* Speak to Roger about an advert on the website for a percussion and a Bb player.
* Send Ben Toby’s contact details.
* Send an email about how to use Muzodo. The band spreadsheet will be offline from Deal.
* To be added to the child protection team. Send Richard a photo to be used for this on the website.

Bob Barnes

* Speak to Alison about a plan to ensure child protection officer cover at every rehearsal.
* Look into other ear protection alternatives other than stand barriers – *on hold until a decision is made about moving rehearsal venue.*
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.
* Speak to band about reducing the amount of talking during rehearsal.

Laura

* To be added to the child protection team. Send Richard a photo to be used for this on the website.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

Roger Morton

* Put an advert on the website for a percussion player, a bflat bass player and front row cornet players.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

Dianne Barker

* Speak to Ken Kiss about getting rid of the old display panels stored in the undercroft.
* Think about changes to the museum that might help acoustics / storage etc. and email to Cath/Rachel.

**MATTERS ARRISING:**

FORTHCOMING JOBS, CONTESTS AND CONCERTS

* Sunday 23rd September - Deal
* Sunday 7th October – Progress Band – Norwood Feast
* Sunday 14th October - St Michaels church, Beckenham
* Sunday 11th November – Belmont
* Sunday 25th November – Leeds Castle
* Sunday 2nd Dec – St Christopher’s
* Thursday 6th Dec – Waterloo Station
* Saturday 8th Dec – Penge Rotary club
* Saturday 15th Dec – Christmas concert

**PROGRESS BAND**

* Richard has put the Progress Band music library is now on the Progress Band webpages.

**MEMBERSHIP**

* Chris Maher has registered with the Chichester band. Rachel is concerned about what this means for Butlins. Rachel to investigate.

**FINANCES**

* Over £30k in bank as present.
* David to order banners when back from holiday.   
  David to review insurance again given link between brass England and Making Music. He feels it looks promising for further reduction.  David to agree instruments to be insured with Ben.

**ANY OTHER BUSINESS**

**Museum**

* Dehumidifier can go on in the store in the winter months. He will charge us the electricity we use. Dianne will go and empty it every week. The committee agreed this.
* Dianne to send Ben info on the plastic shelves she uses at work. The current shelves have broken and need to be removed.

**Undercroft**

* Richard wants to get all the music out of his loft and put five cabinets in the undercroft in which to store this music.
* Is there any objection to us getting rid of the old display panels in the undercroft. Dianne to check with Ken.

**Acoustics in the bandroom**

* Can we trial putting covers over the cabinets to see if this helps with the acoustics,
* Can we speak to a university who might have acoustic students to come and help us with our acoustics. This could be a project for them or we could pay them.
* To be discussed with Ken at the meeting arranged by Rachel.

**Committee sharing responsibility for gigs / rehearsals**

* We need to have a plan for transporting the kit when we have timps. Cath and Bob to take the timps for Deal. At the beginning of next year a plan will be drawn up around percussion transportation so that it isn’t the same people doing it each job.
* Getting Mike a lift to gigs if needed.
* Rachel and Cath to be emailed if rehearsals can’t be attended so that they can fill rehearsal gaps.
* Danny, Dave H and Alan can conduct if Mike is on holiday.

**Photocopying music**

* David C, Dave H and Mike do lots of printing and photocopying for the band and would like to claim reasonable costs for this. The committee agreed this.

**Sectionals for Butlins**

* These need to be organised

**Chairs**

* Do we want to think again about purchasing new chairs. To be discussed at the next meeting

**Talking in rehearsals**

* Too much background talking in rehearsals in both bands. Tom and Bob to raise with each band

The meeting finished at 10.05pm.

Date for the next meeting: **Tuesday 15th January 2018**

**Thank you to Rachel for hosting.**