BWCB Committee Meeting – Friday 10 January 6:30pm

**Present:**

BWCB Post holders: Kate Tunstall, Jacquie Champion, Vicky Mathers (and Liquorice Allsorts), Paul Foster

Conductors: Kevin Ransom, Marc Edwards, Elin Davies

Concert Band Representative: Jo Rogers, Ann Roper

Second Wind Representatives: Lorraine Vaughan

Beaufort Band Representative: Marian Cope

Breakaway Brass Representative: Margaret Walker

Classic Woodwind Representative: Pia Drake

Co- founder: Gill Leather

**Apologies:**

Sharon Straker, Karen Dower

**Finance**

Band Balances

The bands and off shoot groups have the following account balances:

|  |  |
| --- | --- |
| Band/Group | Rounded balance (£) |
| BWCB | 3,000 |
| Concert Band | 2,400 |
| Second Wind | 2,300 |
| Beaufort Band | 450 |
| Breakaway Brass | 1,300 |
| Liquorice Allsorts | 240 |
| Choir | 340 |
| Classic Woodwind | -1 |

Music Allowances

These were agreed by email in October 2019.

|  |  |
| --- | --- |
| Band/Group | Annual Amount (£) |
| Concert Band | 500 |
| Second Wind | 500 |
| Beaufort Band | 500 |
| Choir | 250 |
| Breakaway Brass | 100 |
| Liquorice Allsorts | 50 |

Guest Conductors

In the past guest conductors have been paid £50 per session. Following a discussion it was decided that in future guest conductors will be paid the same hourly rate of conductors at that time.

Replacement of Music Stands

It was proposed that 30 additional music stands are purchased out of the BWCB membership fund. The music stands in the Daffodil cupboard will be replaced with these, plus the 20 purchased in 2019. All of the older music stands will sorted and any no longer fit for purpose will be disposed of. Quotes are to be sourced for the cost of the new music stands.

Plaque for Glockenspiel

A commemorative plaque has been engraved in memory of Eileen Beasley. This is to be attached to the glockenspiel.

BWCB Cupboard

There has been an incorrect assumption over the years that the cupboard in Daffodil is for sole use by BWCB. This is not the case and is accessible by anyone as is with all cupboards in OLC. The committee need to consider whether these arrangements are sufficient considering the value of our assets (musical instruments, music etc).

**Membership**

Numbers are as follows:

|  |  |  |
| --- | --- | --- |
|  | December 2019 | December 2018 |
| BWCB | 148 | 136 |
| Concert Band | 50 | 51 |
| Second Wind | 49 | 47 |
| Beaufort Band | 36 | 34 |
| Breakaway Brass | 23 | 17 |
| Choir | 26 | - |
| Liquorice Allsorts | 8 | 8 |
| Classic Woodwind | 8 | 8 |

There was a discussion about the membership of bands. In 2017 it was decided that players must attend the whole rehearsal of any band. Clarity is needed as to whether this principle is still applicable, or whether there may be other arrangements in place. If any band is affected then decisions need to be forwarded to that band’s members.

**Matters arising from Offshoot groups and choir**

There are no matters arising.

**Friday Blow**

Friday Blow has become an established group and agreement is needed as to whether it is part of BWCB and hence follow the offshoot group rules. Kevin stated that Friday Blow is not part of BWCB. However, as they use equipment and music from BWCB, then payment for these needs to be made. Gill and Paul are to suggest a reasonable amount. We will contact Berkshire Meastros to find out the current music hire charges for BWCB to borrow music from Berkshire Maestros to help with setting a fair fee.

**Publicity**

It was discussed as to whether there should be a standardised BWCB poster format for concerts. Paul is to email all members to see if someone has the relevant skills to help us with this.

It was also discussed about using QR codes which would then direct to a page on the BWCB website. These could be included on posters. Liquorice Allsorts are trialling these at the moment and will report back with their findings.

**Administration Updates**

PRS

Thanks to Kevin for getting a definitive answer.

Below is an extract from an email from Live Music to Kevin:

***“From:*** *Live Music****Sent:*** *30 October 2019 10:32****To:*** *Kevin Ransom****Subject:*** *RE: Licence for band*

*Hi*

*In regards to your query, it is down to the venues to hold a licence and declare the events held. It is down to the venues discretion as to whether they pass the fee onto you to pay for that event or if they cover the cost themselves.*

*Hope this clears things up. Please let me know if there is anything else I can help you with.*

*Kind Regards,*

*Live Music Adviser”*

This confirms that it is the venue’s responsibility for the PRS licence.

Risk assessment

This was provided by Gill.

Draft Safeguarding Policy

This was distributed to the committee. If anyone has any comments please email Kate by 31//1/2020. The Safeguarding Policy will then be amended as necessary and put on the BWCB website.

Library Update

Thanks to Lorraine for generating the library spreadsheet. This has now been ticked off to the pads in the Snowdrop cupboard. However, this only covers about half of what is on the library list. All bands will be asked to provide details of music in folders etc to complete this task. By the end of the summer term the complete listing will be posted on the BWCB website. New music purchased should be emailed to Lorraine to update the library. Large, reinforced envelopes have been purchased so that each pad of music may be securely stored and labelled.

**Date of next meeting**

Friday 26 June 2020.

Meeting closed at 7:45pm.