**Derby Hospitals Choir**

**Minutes of the Meeting on 19th July2023**

Present:

David Henshaw Chair

Kath Cawdell Secretary

Michael Wilcockson

Kathy Greig

Joy Walsh

Anne Mellors

Apologies: Shirley Searson

Previous minutes and matters arising:

The Summer Newsletter was sent out and the first rehearsal date altered to Wednesday 13th September.

Concert 2023 Music:

David circulated a list of pieces that the Choir had not used for a few years and the selection was made. This means that we will not need to borrow any music this time. **David** to sort out the music into the folders, **Michael** offered to assist.

Constitution:

David and Michael had attended an appointment with Nick from Community Action Derby who indicated that the Choir could be registered with the Charity Commission as an Incorporated Organisation or could remain Unincorporated with no need to register. This is a new process and both can claim Gift Aid. There are some advantages in being a registered charity, i.e. it can be easier to gain sponsorship or financial support when quoting a charity number and there is a step-by=step guide on the website. The meeting agreed to register the Choir as a Charitable concern with objectives slightly different to other choirs as the objectives include supporting health. A draft Constitution had been circulated with comments invited by 4th August. Nick to be approached for comment. The name to be clarified in consultation with Jill Matthews. **David to contact. Also to query position of Patron.**

Website:

David has updated the website and the Summer Newsletter is included. **David** to arrange log-in ability for committee members. **Kath** to produce new registration form with Gift Aid and data protection statement included. **Kath** to share contact details of committee members with committee.

Current numbers are 11 Sopranos, 11 2nd Sopranos, 10 Altos, 6 Tenors, 3 Bass; more lower voices needed. Kath to send out reminder to register to all on contact list, information to go on Facebook page.

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AOB

It was suggested that a donation box be placed out on rehearsal nights for donations towards prizes for the Raffle which will be held at the Concert. A Volunteer will be needed to sell tickets and organise this. Michael’s donation boxes will also be out on the Concert night. David to check on Gift Aid rules on this type of donation.

A First-Aider will be required for the concert evening, **Shirley** to confirm.

A Hospital Charity will be supported this year and a vote took place with the King’s Lodge being chosen, however it was agreed that should funds allow a second beneficiary would be the Art in Hospital project with an agreed 80/20 split.

Ticket cost to remain at £10.00 **David** to print. **Joy** to adjust last year’s poster to suit, providing some that do not identify the beneficiary to be used on the donation boxes.

Refreshments can include Prosecco this year alongside the non-alcohol version and mince-pies. **Joy** to contact Costco re donation. **Kath** to approach Birds. **Anne** to co-ordinate.

The programme to include the Data Diary, acknowledgement of main donations and contributors, community Carols and list of Choir songs.

The same compere as last year, **David** to approach. **Michael** to approach auditor for next year’s accounts.

Query regarding attendance at rehearsals and ability to learn elsewhere, David suggested that at least 1/3 of rehearsals need to be attended.

Next Meeting:

**David** to send out Doodle Poll.