

BOUGHTON MONCHELSEA COMMUNITY CHOIR

Minutes of Annual General Meeting held on Monday 1 July 2024,

Boughton Monchelsea Village Hall at 8.00pm

Paul Warren thanked all Choir Members for attending the Annual General Meeting.

	Agenda Item	Action
1.	Apologies for Absence <ul style="list-style-type: none">• Apologies for Absence were received from Peter Herrin, Jacqui Wills, Rosemary Casswell and Maureen Telfer.	
2.	Minutes of Annual General Meeting – Monday 26 June 2023	
2a.	Accuracy – There were no issues raised.	
2b.	Matters Arising: <ul style="list-style-type: none">• Fiona Goodwill stood down as Village Hall Liaison and Robin Fuller agreed to take on this position.• After a question, the Chairman indicated that Charities are detailed in concert programmes	
2c.	Approval of minutes of Monday 26 June 2023. Proposed by Anne Elphick and seconded by Claire Bramley-Harker. Unanimously agreed	
3.	Chairman's Report <p>The Chairman noted that the choir had just passed its second birthday being run by a managing committee.</p> <p>The Chairman then thanked the current committee, who have worked throughout the year since the last AGM on 26 June 2023, stepping up and contributing so willingly in their various roles. He noted that the committee had met regularly throughout the year and that the Music Director attends meetings when her commitments allow.</p> <p>The Chairman then introduced the current committee: Debbie Boland, Jeff Bray, Sue Burbridge, Mary D'Arcy, Tracey Davis, Lyn Dive, Robin Fuller and Liz Owen, and indicated that all have agreed to continue to serve if members wished.</p> <p>The Chairman then listed the committee responsibilities:</p> <ul style="list-style-type: none">• Administration and Communications• Finance• Music Library• Membership Support and choir liaison• Refreshment provision• Social Events• Website• Concert Administration• Liaison with the Village Hall Managing Committee• Health and Safety	

Regarding this latter point the Chairman acknowledged and thanked the choir First Aiders being Tracey Davis, Sara Jackson and Mary D'Arcy (recently qualified).

Health and Safety – the Chairman reported that it was deemed appropriate (and supported by all members at a recent rehearsal), that a defibrillator be available inside the Village Hall and stated that a donation of £750 had been made towards the cost. It was acknowledged that other regular hall users and the Parish Council contributed the balance of the cost. The defibrillator is now installed.

The Chairman further thanked everyone who prepares the hall for rehearsals, who enthusiastically takes their turn on the 'tea rota' and clears away very efficiently at the end of the evening. The Chairman noted that, the same applies to concerts and applauded a great team effort. Further, he noted that the Joint Concert with Maidstone Voices (held on 29 June 2024) was no exception with members getting involved with ticket sales, welcoming audience and assisting with refreshments, working well and teaming up with Maidstone Voices folk.


The Chairman then referred to the community efforts of the choir noting that we had performed at St Peter's Church Harvest Event in October, led carol singing at The Musket Brewery Christmas Market and a small group entertained patients at Greensands surgery with some carols on two occasions.

Referring to the choir website the Chairman noted that it is now well established and gives us a good online presence. He commented that the committee have considered (and shelved for the moment) the implementation of a more automated concert ticketing system but are looking at the development of the Members Area to enable posting of information/vocal files/videos with automated messaging so that members are prompted to review what has been added. Tracey Davis, supported by her grandson Zac, were thanked for their ongoing work.

The Chairman stated that the choir are well known for its charitable efforts. Two concerts (in December 2023 and 29 June 2024), were very well attended and each has made a significant contribution to Charity. Note: the December Concert provided £900 and at the time of this AGM the contribution from the June Concert is not confirmed (Post Meeting note the June concert raised £783 for Action for Pulmonary Fibrosis.)

The Chairman indicated that leading to both concerts there was concern that audience attendance may not be enough to cover costs. It appears that many attendees prefer to 'pay on the door' so, he urged members to maintain their efforts to keep people aware of our performances, that being an absolute essential to continually achieve good audience numbers and viability. The Chairman thanked members for keeping up choir visibility!! He noted that for the last two concerts, attendances were 150 in December and over 250 in June, including many young people.



	<p>The Chairman thanked the new social committee which was formed by Claire Bramley-Harker and several other members. They arranged a most successful Quiz Night with proceeds (£800) going to Breast Cancer Care, adding to our charitable giving.</p> <p>The Chairman understood that the choir can look forward to an interesting social programme planned for the new singing year and he thanked the social committee for their enthusiastic efforts.</p> <p>It was noted that 29 June concert proved that our singing standards are continually improving, and the Chairman acknowledged that, of course, the significant improvement is down to the great direction and encouragement from Karen, our Music Director, supported by Sarah, our most accomplished accompanist. He acknowledged that the choir is so lucky to have been able to engage two such talented professionals two years ago and that we continue to thrive under their leadership and guidance: he hoped that the choir has their support for long into the future.</p> <p>Addressing Karen and Sarah directly, on behalf of the choir, the Chairman said 'We love your continuing humour (which is always present even when we don't comply!!!). We love your anecdotes and good nature. We do so appreciate your love for our choir. Thank you both from us all'. Members then gave a hearty round of applause.</p> <p>Summarising the Chairman said 'our choir is thriving'.</p> <ul style="list-style-type: none"> • We are maintaining our strength with 60 members and a waiting list. • We are excelling in our singing. • We are a sociable and friendly membership promoting and enjoying events other than singing!! • We are financially stable with a low monthly subscription. • We are active in the local community. • We are charitable, aiming to support a worthy cause at every concert and assist with needs within our local community. <p>I look forward to another engaging and exciting year singing with you all!!</p>	
4.	<p>Secretary's Report</p> <p>Currently we have 60 members in the choir and three on our waiting list. It is lovely to think we are full to capacity!</p> <p>The social committee, which I am happy to be part of, put together a very successful Quiz Night in March, raising a phenomenal £900 for Breast Cancer Kent.</p> <p>Forthcoming events to include a 'Bake Off' and Bingo Evening. Further details will follow so watch this space!!</p> <p>I would also like to say a huge thank you to Karen and Sarah – a great leader and accompanist.</p>	

	My thanks also to all the committee members for their help, commitment and friendship this year.	
5.	Treasurer's Report	
	<p>Jeff Bray (Treasurer) reported as follows:</p> <p>The choir accounts for our last financial year ended 30 April 2024 have been audited and confirmed as a true record of the year's activity.</p> <p>The closing receipts and payments account was attached to Liz Owen's email on 24 June.</p> <p>The final result for the year was a small deficit of £493.33 which reduced our year end bank balance to £8131.01.</p> <p>Over time we would like to reduce our bank balance but only in a sensible and measured way.</p> <p>I propose that we keep the current monthly subscription at £15 until the end of this financial year.</p> <p>This proposal was seconded by Emma Averd and unanimously agreed</p> <p>You have all had an opportunity to view the accounts which were attached to the Secretary's email. Are there any questions or queries on them? No questions raised so acceptance of the accounts was proposed by Pat Mason, seconded by Glynis Carpenter and unanimously</p> <p>Alan McIntyre has kindly agreed to continue as Auditor.</p> <p>Proposed by Jeff Bray, seconded by Paul Warren and unanimously agreed</p> <p>My thanks to all of my fellow committee members for their help and support over the last year and all the members that have helped on rehearsal nights.</p> <p>Finally, I would like to highlight the fantastic effort in raising £2,642 in donations to 5 charities in the last year and in particular small charities such as Slideaway, Dandelion Time and Little Princess who were all very appreciative as a result.</p> <p>Since April 2022 we have now raised over £5,000 for charity and we would like to thank your families, friends and neighbours for their unwavering support.</p>	
6.	Election of Chairman for the coming year	
	<p>Chairman – It was proposed that Paul Warren be elected as Chairman</p> <p>Proposed by Liz Owen. Seconded by all choir members.</p>	
7.	Election of Officers	
7a.	Election of Committee for the coming year	

	All other Committee Members agreed they are happy to serve for a further year. Proposed by Lorraine MacIntyre. Seconded by Peter Herrin. Unanimously agreed.	
8.	Proposed Date of Next Annual General Meeting: Monday 30 June 2025,subject to choir commitments.	

BOUGHTON MONCHELSEA COMMUNITY CHOIR

Receipts and Payments Account for the year ended 30th April 2025

Receipts	£	Payments	£
Monthly Subscriptions	10,711.33	Choir Leader Session Fees	4,202.00
Less Gocardless Fees		Accompanist Session Fees	2,892.00
Sub Total	10,475.33	Soloist and Guest Artist Fees	300.00
Bake Off & Sing Song 2nd September 2024	174.84	Village Hall Hire Costs	1,443.00
Raffle proceeds from prizes donated to cancelled Bingo night	150.00	Rehearsal Refreshments	154.24
Easyfundraising	83.31	Music Scores, Carol Books, Plastic Inserts and Storage Boxes	961.81
		Folders and Sleeves	49.50
		Website - Wix Premium Plan - 28/06/24 to 28/06/25 after negotiated refund	232.80
		Defibrillator for Village Hall - our share of agreed purchase cost	750.00
		Flowers for bereaved members	31.45
		Flowers and Badges	32.47
		NAC - Annual Subscription & Choir Insurance	200.00
		Miscellaneous Costs	72.91
		Refreshments - Christmas Social 3rd December	50.83
		Sum Up Payment Machine	46.80
Concert Ticket Sales and Cash Donations - June 2024	2,186.19	Concert Expenses inc Church Hire, Flowers, Royalties, June 2024	1,543.40
Concert Ticket Sales and Cash Donations - November 2024	1,603.23	Donation - Action Pulmonary Fibrosis June 2024 Concert Surplus	783.25
		Concert Refreshments inc Food, Wine, Juices and Flowers November 2024	687.97
		Donations - H.O. & H. Maidstone Homeless, St Peters - November 2024 Concert Surplus	1,200.00
TOTAL RECEIPTS FOR YEAR	14,672.90		
DEFICIT FOR YEAR	961.53		
TOTAL RECEIPTS AND DEFICIT FOR YEAR	15,634.43	TOTAL PAYMENTS FOR YEAR	15,634.43
Bank balance as at 1st May 2024	8,131.01		
Deficit for year ended 30th April 2025			
Bank balance as at 30th April 2025	7,169.48		