

GUILDFORD PHILHARMONIC CHOIR

NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting of the Choir this year will be held on Wednesday
30 May 1990 at St Joseph's Church Hall commencing at 8.15.p.m.

I do hope that you will all be able to attend and participate in this meeting.

*Welcome Jill Hurst; John Anderson; Peter White
Kathy Atkins*

A G E N D A

1. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 15 MAY 1989.
2. MATTERS ARISING FROM THE MINUTES.
3. CHAIRMAN'S REPORT
4. VOTING FOR CHAIRMAN AND SEVEN OTHER MEMBERS OF THE COMMITTEE FOR THE YEAR COMMENCING 1 JUNE 1990.
- 4 *Jenny*
5. TREASURER'S REPORT.
6. CHAIRMAN OF ~~THE~~ WORKING PARTY ON PUBLICITY AND RECRUITMENT'S REPORT
7. APPOINTMENT OF CHORUS MASTER.
8. CHORUS MASTER'S REMARKS
9. ANY OTHER BUSINESS

GUILDFORD PHILHARMONIC CHOIR : Accrual accounts for the year 1 May 1989 to 30 April 1990

This restatement shows income and expenditure only for activities during the year 89/90. It thus excludes income/expenditure made in 89/90 for events of 88/89. It also includes projected income/expenditure in 90/91 for events of 89/90. It shows net figures to highlight where money has come from and been spent.

	90/1	89/90	90/1	89/90
	£	£	£	£
INCOME				
1989/90 Subscription income				
Subscription refund	4208.00			
Allocation of 88/9 subs to 89 Summer Rehearsals (20%)	(15.00)			
Provision for 90 Summer Rehearsals (20% of 89/90 subs)	774.80	838.60		
Net subscription income	<u>(838.60)</u>	4129.20		
Berlioz Concert income (travel and T shirts)	737.00			
Berlioz Concert expenditure (travel and T shirts)	<u>(735.40)</u>	1.60		
Net Revenues from Berlioz/GCU concert				
Net Revenues from Christmas Raffle				
Music Hire - income	914.00	94.45		
Music Hire - anticipated income	110.00			
Music Hire - expenditures	<u>(302.44)</u>			
Net Revenues from Music Hire				
Ticket sales - Messiah	188.00	721.56		
Ticket sales - Missa Solemnis (anticipated)	218.00			
Net Ticket Sales Revenues				
Social events - income	213.99			
Missa Solemnis Party - Ticket Sales	700.00			
Provision for anticipated social expenses	<u>(900.00)</u>			
Net Revenues from Social Events				
Sales of folders	84.00			
Anticipated extra revenues from folder sales	29.75			
Total Sales of Folders				
Bank Interest	376.95			
Bank charges and statements	<u>(4.59)</u>			
Net Revenue from Financing				
TOTAL NET INCOME FOR 1989/90				
			372.36	
			5852.91	
Funds at 1/5/89	6112.52			
Allowance for 89 Summer rehearsals (20% of 88/9 subs)	(774.80)			
88/9 rehearsal expenses paid in 89/90	<u>(2350.00)</u>			
88/9 social expenses paid in 89/90	<u>(115.06)</u>			
OPENING RESERVES (funds adjusted for 88/9 costs/liabilities)				
			2872.66	
TOTAL				
			680.85	8725.57

Total net expenditure 89/90	8270.10	Opening reserves	2872.66
Total net income 89/90	5852.91	Closing reserves	455.47
Deficit for year 1989/90	£2417.19	Decrease in reserves 89/90	£2417.19

Prepared by: *John Jeanes* Hon Treasurer

	90/1	89/90	90/1	89/90
	£	£	£	£
EXPENDITURE				
Rehearsals costs for 1989 Summer Concert				
Publicity - posters	1102.00			
Net 1989 Summer Concert Costs	<u>303.60</u>			
St Joseph's rehearsal - 12/89	30.00			
Provision for rehearsal costs: 9/89 - 1/90	3215.40			
Provision for rehearsal costs: 2/90 - 4/90	2740.00			
Provision for Borough Grant	<u>(2100.00)</u>			
Net Costs - Borough Winter Series				
				3885.40
Come and Sing net costs invoiced by Borough	2427.55			
Come and Sing publicity costs	283.61			
Come and Sing receipts	<u>(324.25)</u>			
Net Costs - Come and Sing				
GPC Membership of Guildford Philharmonic Society				
Cost of Donations (for eg flowers, Christmas collections)	74.78			
Donations received	<u>(60.00)</u>			
Net Costs of Donations				
				14.78
Provision carried forward for 1990 Summer Concert	600.00			
Sponsorship income for 1990 Summer Concert	<u>(600.00)</u>			
Net 1990 Summer Concert costs				
				0.00
General Publicity Costs				
				327.41
TOTAL NET EXPENDITURE FOR 1989/90				
				8270.10
Funds at 30/4/90	5591.72			
Provisions for 89/90 net income to be received in 90/91	(680.85)			
Provisions for 89/90 net expenditure to be paid in 90/91	<u>(4455.40)</u>			
CLOSING RESERVES carried forward to 1990/91				
				455.47
TOTAL				
				8725.57

GUILDFORD PHILHARMONIC CHOIR

Accounts for the year 1 May 1989 to 30 April 1990

<u>Income</u>	£ p	<u>Expenditure</u>	£ p
Funds at 1/5/89:			
Cash	14.00		
Current Account	35.56		
Deposit Account	216.20		
Business Premium Account	<u>5846.76</u>		
	6112.52		
Subscriptions	4208.00	Subscription refund	15.00
		Choral training/rehearsal expenses	3482.00
Donations	60.00	Donations	74.78
Social	213.99	Social	115.06
		Publicity	914.62
Folders	84.00		
Raffle	94.45		
Berlioz concert travel/T shirts	737.00	Berlioz concert travel/T shirts	735.40
Come and Sing	324.25	Come and Sing	2427.55
Hire of Music	914.00	Hire of Music	302.44
Summer Concert 1990 Sponsorship	600.00		
Ticket Sales (Messiah)	188.00		
		Guildford Philharmonic Society	250.00
Bank Interest	376.95	Bank charges and statements	4.59
			<u>8321.44</u>
		Funds at 30/4/90:	
		Current Account	781.02
		Business Premium Account	<u>4810.70</u>
			5591.72
	<u>13913.16</u>		<u>13913.16</u>

Income due at 30/4/90:

Borough Grant	2100.00
Folders	29.75
Tickets (Missa Solemnis)	218.00
Music Hire (est)	<u>110.00</u>
	2457.75

Outgoings due at 30/4/90:

Social (est)	200.00
Rehearsals 9/89-1/90	3215.40
Rehearsals 2-4/90 (est)	2740.00
Summer Concert sponsorship	600.00
Summer Rehearsal subs(20%)	<u>838.60</u>
	7594.00
	<u>(2457.75)</u>

Net contingent liabilities at 30/4/90

5136.25

Prepared by:

John James

Hon Treasurer.

I have examined the books and papers of the Guildford Philharmonic Choir and confirm that the above income and expenditure accounts give a true and fair view of the affairs of the Choir for the year ended 30 April 1990.

W. L. Owen
fcib

Hon Auditor.

Financial Position

1. Year to 30 April 1990 - approximate estimates

Opening position:

Cash balance on 30/4/89	6112.52	
Less liabilities for 88/9(est)	<u>3902.91</u>	
		£2209.61

Closing position:

Cash balance on 30/3/90	5513.72	
Adjustments for April:		
Library	78.00	
Miscellaneous (est)	50.00	
Party (est)	(200.00)	
Other adjustments:		
Sponsorship for Summer Concert	(600.00)	
Borough Grant	2100.00	
Rehearsal costs Sept-Jan	(3215.40)	
Rehearsal costs Feb-Apr(est)	<u>(2740.00)</u>	
		£ 986.32

Deficit for year £1223.29
(cf estimated deficit for 1988/89 £1199)

The estimated cash balance of £986, after liabilities are covered, has to fund the Choir's outgoings until new income comes in through subscriptions. This involves 10 rehearsals for the Summer Concert, costing £1350, plus other costs of the Summer Concert and Freiburg visit. Since this may mean we would go overdrawn, we have arranged for the Borough's grant for 1990/91 to be advanced to us now and offset against 1989/90 rehearsal costs.

2. Summer Concert - outline budget

Sponsorship	£ 600	
Ticket sales (250 @ £6; 40 @ £3)	<u>£1620</u>	
		£2220
Rehearsals	£1350	
Conductor and soloists and 'orchestra'	£ 900	
Church hire	£ 200	
Programmes and publicity	<u>£ 300</u>	
		£2750
Deficit		£ 530

This assumes a sell out.

3. Freiburg Trip - Incidental Costs

The cost of 4 rehearsals will be £540. In addition, there are costs for the Chorusmaster on the trip. With 60-70 members going to Freiburg, these incidental costs would approximate perhaps £10-£12 per head. The choir's present financial position means these costs cannot be financed from our funds.

July

GUILDFORD PHILHARMONIC CHOIR ANNUAL GENERAL MEETING
CHORUS MASTER'S REPORT

30 MAY 1990 - delivered by Peter White for Neville Creed

I apologize for my absence and I hope that Peter is able to read my writing! If there are any points you would like to raise with me - please do so at the next rehearsal on Monday 4th June.

I would like to thank you all for your hard work and support throughout the year - this has resulted in some good performances and I hope you have enjoyed them. Particular thanks must go to Peter for his assistance, Kathy for her support and Rita, who has led the committee through a very busy time.

I will now give a brief review of our concerts since the last AGM.

June '89 **'Acis & Galatea'** - a good performance but the size of the audience was disappointing. We must do more to sell our summer concert.

Sep '89 **'Come and Sing' - Vivaldi 'Gloria' and RVW's '5 Mystical Songs'**
This was musically worthwhile but didn't attract as much support as was hoped and therefore lost money. Our plan for next year is to stage a 'Choral Workshop' which does not require an orchestra but will provide more scope for choral training techniques and the study of interesting works: i.e. Paul Patterson's 'Gloria' - with the composer; and Rossini's 'Petite Messe Solonelle'. I hope this plan will generate more support!

Nov '89 **Finzi - Intimations of Immortality.**
Elgar - For the Fallen
Conducted, a short notice, by Vernon Handley. We were very lucky to get Tod Handley at the last minute and a fine performance was given.

Dec '89 **Carols**
A general improvement again although we hoped for a sell-out. We would like to do 2 performances but cannot until we've filled the hall once. We hope to use a full orchestra and celebrity presenter in 1990.

Mar '90 **Messiah - Sir David Willcocks**
A very good performance.

April '90 **Beethoven - Missa Solemnis - Sir Charles Groves**
The choir did well with this particularly taxing work. I hope you enjoyed meeting the Freiburgians - thanks to all those who gave accommodation and particular thanks to Max for his splendid organisation.

And so to the future:

My first priority is to improve the performing standard of the choir. This sometimes means that sectional and extra rehearsals are required. I hope that the choir feels that this policy has paid dividends over the last season. Having considered next year's programme I have estimated for 7 sectional and 6 extra rehearsals. I feel that it is better to cancel planned rehearsals if the standard

Cont: overleaf/

is high, rather than arranging extras at the last minute if it is not. I hope that the choir is behind me in this policy and will support me by attending extra rehearsals that may be considered necessary. Of course, the need for extra rehearsals would be reduced if choir members undertook more individual work: both listening and learning parts.

Future concerts:

Please sell tickets for the concert on July 4 - we have a very attractive programme including harp solos by one of our leading harpists - Caryl Thomas.

I am pleased that so many people are able to go to Freiburg - I look forward to the trip at the end of August.

Rehearsals for the new season will begin on 3 September.

3 November: Verdi Requiem/Groves/Civic Hall
9 December: Carols/Creed/Civic Hall
2 February St John Passion-Bach/Creed/Civic Hall
S A Saturday in February of March : Choral Workshop:
Patterson 'Gloria'
Rossini 'Petite Messe Solonelle'
27 April: Dream of Gerontius - Elgar/Handley/Civic Hall
16 June (date t.b.c) We hope to perform:
Stanford Songs of the Fleet and Sea
RVW Serenade to Music
- but it depends on sponsorship!

Any suggestions concerning any aspect of the choir are always welcome - particularly if they are in writing.

MAY 90

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE GUILDFORD PHILHARMONIC CHOIR held
on WEDNESDAY 30 MAY 1990**

PRESENT: Rita Horton (Chair) and 76 members

APOLOGIES: Neville Creed, Lynette Newman

The Chairman welcomed everyone to the Meeting.

1. MINUTES OF THE AGM HELD ON 15 May 1989

Having been previously circulated, the Minutes were agreed and signed as a correct record by the Chairman. Proposed from the Chair, seconded by Michael Longford and carried unanimously.

2. MATTERS ARISING

There were no matters arising from the Minutes.

3. CHORUSMASTER'S REPORT

Peter White read the Report in Neville's absence (copy attached).

4. CHAIRMAN OF THE WORKING PARTY ON PUBLICITY AND RECRUITMENT'S REPORT

Jenny Hakim reported that Choir members now numbered 160 but reminded the meeting that continuing publicity was essential to keep the numbers up. The Choir is fortunate in being so closely associated with the Guildford Philharmonic Orchestra and having the support of Kathy Atkins in all sorts of ways. We must not become complacent just because we have Borough Council backing; the success of the Choir is judged by numbers of people attending concerts.

Publicity continued through recruitment advertisements, critics' reports after concerts and choir leaflets. A reduced budget meant it was not possible to use radio or national press. The Committee had been searching for sponsorship and it was hoped that a large food chain were interested in sponsoring The Dream of Gerontius. If anyone had ideas about sponsors, they should contact Kathy Atkins or John Yeomans. The Report concluded with warm thanks to Rita for her help and support.

The ensuing questions and comments from the floor, raised the following points:

Choir members had to be responsible for circulating leaflets and it would be helpful if people could give in their names for particular areas.

Publicity for choral concerts was requested further in advance. Would it be possible to have publicity for choral concerts only? Tickets for the summer concert would be available from the Undercroft and Michael Jeffery would also bring some to rehearsal.

Rita thanked Jenny for her untiring efforts and her successful results.

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THE UNIVERSITY OF CHICAGO LIBRARY

- (d) A tape for each voice part would greatly aid some members who found keyboard learning impractical.
- (e) There was some concern about scaling down as this would inhibit the Choir's potential.
- (f) There was discussion about the choice of programmes for the Choir and it was stated that Sir Charles always studied the programme.
- (g) Some people felt next year's programme was disappointing having sung all three works before but newer members to the Choir were delighted at having three major choral works. Kathy said that Sir Charles had chosen the programme to highlight the Choir in the coming year. It was commented that it was regrettable that the Choir had approached two concerts with Sir Charles under-rehearsed and perhaps this had given him a wrong impression of the Choir's capabilities.
- (h) Guildford Philharmonic Choir is the chorus of an orchestra and therefore different from the majority of choral societies but the programme for the coming year was almost identical with the normal up and down the country. Could the Choir's previous history be taken into account when programmes were being planned?
- (i) Suggestions for programmes were always welcomed.
- (j) Regarding attendance at Wednesday rehearsals: this fluctuated whereas attendance on Mondays was pretty stable. It could be that when two rehearsals occurred in the same week, members chose which to attend.
- (k) Questions were raised about the number of compulsory rehearsals for each concert and whether extra rehearsals were counted in the number.
- (l) In reply to a question about auditions for existing members of the Choir, it was stated that these normally took place every three years but were sometimes on a yearly or two-yearly basis.
- (m) Geoff Forster raised the matter of the summer event. Date and activity to be discussed at the next rehearsal.

9. **VOTING FOR CHAIRMAN AND SEVEN OTHER MEMBERS OF THE COMMITTEE FOR THE YEAR BEGINNING 1 JUNE 1990**

Chairman: Maxwell New

Committee: Helen Archibald, Geoff Forster, Jenny Hakim, Joy Hunter, Michael Jeffery, Jean Radley, John Yeomans
(list of nominations attached).

The Annual General Meeting closed at 10.00.pm.

GUILDFORD PHILHARMONIC CHOIR

Annual Election of Committee Members

NOMINATION PAPER

In accordance with Paragraph 7 (a) of the Rules of the Choir, we wish to nominate the following member to serve on the Committee for the year commencing 1 June 1990.

Name of the member nominated

We certify that the member nominated by us, whose name is shown above, has confirmed to us his/her willingness to stand as a candidate for this election.

Signed Proposer

Seconded

I *do/do not* agree to my name being included in any election for the position of Chairman.

Signed Proposed Member

This nomination paper must be returned by **Wednesday 16 May 1990** to:

The Office of the Guildford Philharmonic Choir
The Lodge
Allen House Grounds
Chertsey Street
Guildford GU1 4HL