

# GUILDFORD PHILHARMONIC CHOIR

NOTICE IS HEREBY GIVEN THAT THE  
1999 ANNUAL GENERAL MEETING  
WILL BE HELD ON 28<sup>th</sup> JUNE 1999 AT 7.30 p.m.  
IN CHRISTCHURCH HALL, WATERDEN ROAD, GUILDFORD

## AGENDA

1. Apologies for absence.
2. Agreement of the minutes of the AGM held on 29<sup>th</sup> June 1998.  

Copies of the minutes will be laid on the side table 15 minutes before the meeting.
3. Chairman's Report.
4. Treasurer's Report and Presentation of Accounts.
5. Chorus Master's Report.
6. Adoption of New Constitution.
7. Election of Officers and Additional Committee Members.
8. Appointment of Chorus Master.
9. Appointment of Accompanist.
10. Appointment of Independent Examiner of Accounts.
11. Any Other Business  
(which must have been notified to and accepted by the Chairman prior to the meeting).

**A. M. Dawe**  
**Secretary**

PLEASE PARK AT THE REAR OF THE CHURCH, NOT AT THE FRONT

Musical Book

# GUILDFORD PHILHARMONIC CHOIR

Registered as a Charity No. 1026337

**President: Sir David Willcocks, CBE, MC.**

**Chorus Master: Jeremy Backhouse**

**Accompanist: Jeremy Filsell**

*Chairman: John Trigg, 13 Vicarage Gate, Onslow Village, Guildford, GU2 5QJ. Tel: 01483 823084*

*Secretary: Michael Dawe, 153 Wordsworth Mead, Redhill, Surrey, RH1 1AL. Tel: 01737 780210*

*Treasurer: Christopher Robinson, The Coach House, Station Road, Godalming, Surrey, GU7 1EX. Tel: 01483 428400*

*Membership Sec: Noreen Ayton, 51 Garrick Close, Hersham, Walton on Thames, Surrey, KT12 5NZ. Tel: 01932 221918*

*Development Officer: Stephen Jepson, Clereholt, Felday Glade, Holmbury St Mary, Dorking, Surrey, RH5 6PG. Tel: 01306 730383*

## Minutes of the Annual General Meeting of the Choir

Held at Christchurch Hall, Waterden Road, Guildford, at 7:30pm on Monday June 28<sup>th</sup> 1999

Present at the Meeting were:

John Trigg (Chairman), Jeremy Backhouse (Chorus Director), 8 committee members (including the remaining officers) and 58 choir members whose names are on the associated register. Jeremy Filsell (Accompanist) was also present.

Apologies were received from:

Vivienne Parsons, Ros Plowright, Marion Arbuckle, Neil Martin, Neil Clayton, Amanda Clayton, Elaine Chapman, Douglas Cook, Terry Ellis, Iris Bennett, Krystyna Marsden, Carol Terry, Mary Broughton, Peter Andrews, Jean Munro.

1. **The Minutes of the Annual General Meeting held on June 29<sup>th</sup> 1998** were agreed as a correct record and signed as such by the Chairman. Proposer: Roger Penny; Seconder Peter Herbert; carried nem con.

### 2. **Chorus Director's Report**

In his review of the year's work, Jeremy said of the Carmina Burana Concert that, despite the choir's misgivings, the concert was enjoyable and especially notable for the commitment and panache of the choir and Jeremy Filsell's playing. He felt however that there was some lack of preparation by the school choirs and some inconsistent playing in the orchestra.

The Christmas Concert had worked well with the Guildford Symphony Orchestra, and the "presenter" as used formerly had not been missed. It had been a good format which would be repeated next year.

The joint concert with the University of Surrey had been a new venture and had worked well. Philip Moore had been pleased with the performance of his "De Profundis". We shall be joining with the University Choir again next season.

The high point of the year had been the performance of the E minor Mass by Bruckner and Mahler's Second Symphony. The Forest Philharmonic Orchestra - particularly the brass - had performed well and enthusiastically. The soloists had been excellent and the choir had done all that he (Jeremy) could have asked of them. This daring, independent venture had been an outstanding success, received much favourable comment, and had given the choir, and him, the confidence needed to stage many more such concerts.

The final concert of French music had also been a success. The association with CHASE had worked well and the playing of Jeremy (Filsell) in the Poulenc Organ Concerto had been superb. The choral singing had been of a high standard, particularly that of the Sopranos and Tenors, and the effectiveness of the a capella Duruflé Motets had been noteworthy.

Turning to next year, Jeremy outlined the programme and said how much he was looking forward to it. He had, however, to make the usual two points: 1 - Rehearsal and Concert cycles in the programme were part of the whole, and members were not free to pick and choose which they would rehearse and attend; and 2 - Regular attendance at all rehearsals was obligatory to members.

Finally, Jeremy said that he felt there was now a really good spirit and feeling of teamwork in the choir which led to better singing. He wished to thank John and all the committee for all their efforts; Prue and Noreen for all their help with auditions; Jeremy (Filsell) for his loyalty and brilliant playing, and all the members of the choir for all their hard work.

### 3. Chairman's Report

John opened by thanking Jeremy Backhouse for his report and said that he wished to endorse all that had been said about the undoubted success of what had been the first year totally on our own.

Last year he had reported on the "new" situation and had explained the need either to do things for ourselves or to accept that we could no longer exist. Thanks, however, to hard work from everybody, particularly from Jeremy whose leadership had been inspirational, and from the committee, we had had another very successful year. He also thanked Jeremy Filsell, now playing our piano [see minute 10 below], Rod Cuff, Prue Smith, Christine Medlow, Roger Penny, Gill Sharpe, various relatives and, finally, the members themselves without whom there would have been no concerts and no choir. This year had also been notable for some innovations: - the presence of the GSO at a new style Rotary Christmas Concert, the joint concert with UniS, and the joint venture with CHASE which had introduced us to working for the first time with (CHASE's) commercial sponsors (Moore Stephens). It was to be hoped that these contacts could be maintained.

John then outlined the background to, the content of, and the outcome of a series of communications between himself and David Watts, the Chief Executive of Guildford Borough Council, and meetings involving David Watts, Jim Miles (GBC Director of Leisure Services), Nicola Goold, Robin Onslow and Rita Horton (GPS Chairman). Among commitments made were:-

- ◇ better relationships with the Borough Council and all its officers
- ◇ inclusion of the Choir's activities in the biannual classic concert listings
- ◇ continuation of the Council's financial support for the Choir at a comparable (£1500) or even improved level, albeit from a different Council "pocket"
- ◇ one Borough-funded concert per annum
- ◇ consultation on the programme for the Borough-funded concert
- ◇ a "special relationship" with the Borough
- ◇ NG and JM to attend two meetings of the Choir committee per season.

Turning to matters financial, John paid a fulsome tribute to Christopher Robinson, thanking him for all his hard work. We were now in a very healthy position with an adequate reserve which ensured that we could continue to programme interesting concerts and perform to a high standard. He looked forward to a resumption of the Freiburg connection next March. The Bach Matthäus-Passion concert would be expensive to stage and would need a full Cathedral. Our guests would need hospitality and it was absolutely vital therefore that all choir members played a full part with ticket sales, advertising, posters, etc. "Being busy" could be no excuse - we were all busy people!

In closing, John reminded the meeting that this coming year would (in accordance with the Constitution - see minute 5 below) positively be his last as Chairman, and that his successor would need to be found and introduced to the job.

### 4. Treasurer's Report and Adoption of Accounts

In his report, Chris Robinson said that the Choir had consolidated its already sound financial position. He thanked Jenny Hasnip (Independent Examiner of the Accounts) for all her help and for producing a signed set of Accounts in time for the meeting. In reviewing the Accounts, he highlighted the following:

1. A profit in the concerts' sub-account of over £6000 which had come about as a result of fund-raising, ticket sales and 100-Club
2. The continuing need to keep an eye on the position of the Association of Surrey Choirs
3. Thanks offered to Stephen Jepson for all his work with the ASC
4. The committee was recommending that there should be no increase in subscriptions for the following season
5. The need to increase still further the number of covenanted subscriptions, and to maintain the pressure to keep ticket sales high
6. The Choir's assets had been re-distributed amongst the various accounts and investments to maximise income while retaining flexibility
7. CHASE had benefited by over £7000 from the May Concert
8. The GBC grant would in future come from Leisure Services instead of the Philharmonic Office
9. He was now standing down from the Office of Hon Treasurer, and looked forward to handing over to Bob Cowell, the committee's nominee, whom he commended to the meeting.

Chris was thanked by John Trigg for all his work as Treasurer, and for the production of this year's Accounts.

Adoption of the Accounts was proposed by Michael Jeffery and seconded by Bob Cowell, and carried nem con.

## 5. **New Constitution**

John Trigg explained the need for a new Constitution, mainly as a consequence of the altered relationship with Guildford Borough Council, and said that adoption of the Final Draft dated 9 June 1999 and circulated before the beginning of the Meeting was recommended by the Committee.

Chris Robinson (who had drafted the new Constitution) explained each of the new or revised clauses to the Meeting, and the reasons for the amendments, additions and deletions.

Mike Dudley questioned the purpose and wording of Paragraph 10 "Special General Meeting". Further discussion ensued following points raised by Bob Cowell relevant to possible dissolution of the Choir (Paragraph 12). After discussion of various formulae, it was agreed to leave Paragraph 10 as drafted, but to alter Paragraph 12 to read:

### 12. Dissolution

**If the Committee decides that it is necessary or desirable to dissolve the Choir it shall call a Special General Meeting. A decision to dissolve the Choir shall require the approval of two-thirds of the members present and voting at the Meeting.** In the event of the Choir being wound up any assets remaining upon dissolution after payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Choir.

The words added to Paragraph 12 as drafted are shown in bold type above. The Draft New Constitution including the amended Paragraph 12 was then proposed for adoption by Michael Jeffery, seconded by Les Harfield and carried unanimously.

John Trigg then thanked Chris for all his work on the matter.

## 6. **Election of Officers and Additional Committee Members**

The following, having expressed their willingness to serve and having been duly proposed and seconded, and (in the case of the additional members) being of a number smaller than the maximum allowed, were duly declared elected unopposed.

John Trigg: Chairman  
Bob Cowell: Treasurer  
Stephen Jepson: Secretary  
Noreen Ayton: Membership Secretary

Jacqui Alderton	}	Additional Committee Members
Marion Arbuckle		
Elizabeth-Claire Bazin		
Margaret Dentskevich		
Laurie James		
Susan Ranft		
Hilary Trigg		

## 7. **Appointment of Chorus Director**

The re-appointment of Jeremy Backhouse was proposed by Dawn Smith and seconded by Chris Robinson, and carried by acclamation, nem con.

## 8. **Appointment of Accompanist**

Jeremy Backhouse recommended the re-appointment of Jeremy Filsell. The adoption of this recommendation was proposed by Les Harfield, seconded by Roger Penny and carried, again by acclamation, nem con.

## 9. **Appointment of an Independent Examiner of Accounts**

Chris Robinson recommended the re-appointment of Jenny Hasnip. The adoption of this recommendation was proposed by Dawn Smith, seconded by Christine Medlow and carried nem con.

## 10. **Any other business**

### 10.1. Philharmonic Society

Bob Cowell reported that the Guildford Philharmonic Society had, with regret, decided to dissolve itself. In voting the distribution of its remaining assets, it had recommended to its committee that the Guildford Philharmonic Choir should receive a substantial proportion of the Society's remaining funds, in addition to the piano (currently residing in the Methodist Church Hall) which had already been donated to the Choir. A GPS committee meeting would shortly be convened to decide the details.

On behalf of the Meeting, John Trigg expressed the Choir's regrets that such a step had become necessary, and held out the hope that some of the members of the GPS might feel inclined to transfer their direct support to the Choir. The Choir committee would pursue that possibility.

10.2. Ownership and Use of the Piano

Following questions from Michael Jeffery and Peter Herbert, John explained that as the Choir now owned the piano and would not therefore require permission from the GPS to authorise its use by other parties, negotiations could take place directly with the Methodists concerning such use. This simplified a previously cumbersome matter considerably and eliminated a number of related problems without further discussion with the Methodists' Hall Management Committee. It only remained to draw up rules with them for use of the piano by third parties.

10.3. Workshops

Tony Macklow-Smith offered to run workshops at his home on the items included in future programmes. John Trigg thanked him for that offer.

10.4. Next Season

Next season will commence with a rehearsal on Monday September 6<sup>th</sup> 1999 at 7.30pm in the Methodist Church Hall.

[Recorded by MD & typed/edited by SJ]

A handwritten signature in black ink, appearing to be 'John Trigg', written in a cursive style.

25<sup>th</sup> June 2001

Annual General Meeting  
28 June 1999

**GUILDFORD PHILHARMONIC CHOIR**  
Registered Charity No 1026337  
**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 TH APRIL 1999**

**Report of the Hon. Treasurer**

1. The Committee -- and Jenny Filsell the Independent Examiner, to whom I am grateful for advice and support -- have considered the Choir Accounts and do not feel that there are any issues which they are required to bring to the attention of the Charity Commission. I can therefore submit the attached accounts with confidence to the Annual General Meeting for approval.
2. At the AGM last year we set a budget which assumed a loss on the Concert Sub-Account of £3500 and an overall end year deficit on the Account of £625. In the event we were very successful in selling tickets for the Mahler concert and made a profit on the Concert Sub-Account of £1487.26 and **an end year overall profit of £6621.64**. Other areas contributing to our overall position were the introduction of the Patronage Scheme (£607) and reduced rehearsal fees (£471) coupled with increased miscellaneous income and reduced miscellaneous expenditure (£943).
3. The **Concert Sub-Account** summary is as follows:

	Expenditure	Income	Total
Carmina Burana	624.00	706.00	82.00
Carol Concert	936.00	852.55	(83.45)
Poulenc/Moore	1559.83	725.00	(834.83)
Mahler/Bruckner	6969.90	9118.44	2148.54
Other	828.50	1003.50	175.00

The final account for the Poulenc/Moore concert is still under discussion with the University. The "Other" figures include the Barbican venture and some outstanding expenditure for the previous year recently identified.

4. The **Fund Raising Sub-Account** total of £823.32 includes Drinks (£231.45), Small Change (£61), Events (£427.22) and Other e.g. Pencils, Newsletter contributions (£103.65). It fell short of its budget target of £1000 solely because it was necessary to postpone the final car boot sale and all concerned with Fund Raising and indeed with the new Patronage Scheme deserve our thanks for their efforts in this area. The 100 Club is also now in a healthier state than it has ever been previously at this stage of the year.
5. The current financial position of the **Association of Surrey Choirs**, of which the Choir is one of four founding members, has been a cause for some concern. The Committee is monitoring the situation closely and are hopeful that the position will look more hopeful by this time next year.
6. The Committee sees no good reason, in the light of the satisfactory financial position in which we find ourselves, to increase subscriptions for the **1999/2000 season** and has approved a **budget** as follows:

<b>INCOME</b>		<b>EXPENDITURE</b>	
Subscriptions	10250	Rehearsals	10500
Tax recovered	2500	Subscriptions	200
Borough grant	1500	Publicity (general)	750
100 Club	450	Freiburg twinning	2000
Fund raising	1000	Concert Sub-Account	2000
Patronage scheme	1000	Staging	615
Other incl social	1050	Other	750
<b>TOTAL</b>	<b>17750</b>	<b>TOTAL</b>	<b>16815</b>

**ESTIMATED END YEAR SURPLUS £935.**

7. Looking to the future, there would seem to be scope for increasing the number of members who **covenant** their subscriptions at no cost to themselves but with real benefit to the Choir. It is to be hoped that members, both longstanding and new, who have not yet done so will now consider it. There must also be no let up in our **concert ticket sales** efforts which were so successful this year.
8. After five years, I now hand over the Treasurer's post to Bob Cowell. It merely remains for me to wish him well and to thank you all for your support in so many different ways during my term of office which has made what has proved a challenging and interesting task that much easier and more enjoyable. We are now in a strong financial position to face the future whatever it may hold for us.

**Christopher Robinson. Hon. Treasurer**

**20 Jun 1999**

GUILDFORD PHILHARMONIC CHOIR

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30th APRIL 1999

	1997/8	1998/9
	£	£
<b>INCOME</b>		
Subscriptions	9805.00	10170.00
Tax refunds on covenants	2322.78	2440.78
Concerts GBC	3000.20	706.00
Choir	6386.22	11699.49
Freiburg Twinning	0.00	2411.50
Grants	2510.00	1500.00
100 Subscriptions	1104.00	1088.00
Music sub-account contributions	504.78	879.74
Interest received	595.71	785.41
Social events	535.05	603.00
Sponsors	0.00	607.60
General fund raising	953.35	823.02
Sale of goods	26.36	517.20
Miscellaneous receipts	366.42	363.50
<b>TOTAL INCOME</b>	<b>28109.87</b>	<b>34595.24</b>
<b>EXPENDITURE</b>		
<b>Direct charitable expenditure</b>		
Rehearsal fees	6984.00	6759.00
Rehearsal room hire	3193.00	3270.00
Choir concerts	8008.70	10294.23
Choral Competition	1185.25	0.00
Freiburg twinning	0.00	3334.73
Music sub-account hire charges	440.82	673.01
Staging depreciation	625.00	625.00
Sub-total	20436.77	24955.97
<b>Fund raising costs</b>		
100 Club prizes	650.00	650.00
Social event costs	263.78	66.00
GBC concert ticket purchases	3231.60	624.00
Cost of stock sold	0.00	365.40
Sub-total	4145.38	1705.40
<b>Administration costs</b>		
Subscriptions	179.00	174.00
Bank charges	0.00	47.70
Presentations	100.00	317.99
Publicity	0.00	572.22
Miscellaneous	489.99	200.32
Sub-total	768.99	1312.23
<b>TOTAL EXPENDITURE</b>	<b>25351.14</b>	<b>27973.60</b>
<b>NET SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>2758.73</b>	<b>6621.64</b>

GUILDFORD PHILHARMONIC CHOIR

BALANCE SHEET as at 30th APRIL 1999

	1998	1999
	£	£
<b>ASSETS</b>		
<b>Balances at banks</b>		
TSB account	13930.27	19033.76
Barclays High Interest account	4339.47	5243.84
Barclays Current account	1610.40	3252.48
Sub-total	19880.14	27530.08
<b>Cash</b>	136.08	329.57
Sub-total	20016.22	27859.65
<b>Other assets</b>		
Stock	178.64	1101.94
Debtors	2821.78	2932.78
Expenditure in advance	0.00	600.00
Written value of staging	1250.00	625.00
Sub-total	4250.42	5259.75
<b>TOTAL ASSETS</b>	<b>24266.64</b>	<b>33119.37</b>
<b>LIABILITIES</b>		
Income in advance	0.00	(2437.39)
Accrued rehearsal costs	(2276.00)	(2455.00)
Accrued 100 Club prizes	( 650.00)	(650.00)
Other expense accruals	(2459.50)	(2074.20)
<b>TOTAL LIABILITIES</b>	<b>(5385.50)</b>	<b>(7616.59)</b>
<b>NET ASSETS</b>	<b>18881.14</b>	<b>25502.78</b>
<b>FINANCED BY</b>		
Reserve fund brought forward	16122.41	18881.14
Net surplus/(deficit) for the year	2758.73	6621.64
<b>Reserve fund carried forward</b>	<b>18881.14</b>	<b>25502.78</b>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30th APRIL 1999

- Accounting Policies  
These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the charities Statement of Recommended Practice: "Accounting by Charities. Following the change this year in Borough Council policy, the cost of summer rehearsals is now charged to "hire" and "fees" and not to Choir concerts. The 1997/98 figures above have been adjusted to reflect this new practice.
- Depreciation Policy  
The charity has contributed £2500 to the Association of Surrey Choirs' purchase of staging for performances in Guildford Cathedral. Provision has been made to write this contribution off over four years at 25% each year. However the charity as a founding member of that Association has a continuing interest in the value of the staging.
- Committee Members' Remuneration  
No remuneration directly or indirectly out of the funds of the charity was paid or payable to any committee member or to any person known to be connected with any of them.

# ANNUAL GENERAL MEETING

28 JUNE 1999

## CHORUS MASTER'S REPORT NOTES

### Saturday 21 November 1998

- Saint-Saëns: Carnival of the Animals  
Constant Lambert's Rio Grande  
Carmina Burana
- Borough-funded concert, with involvement from local schools
- Despite groans at the choice of Orff, it proved testing yet enjoyable to work on and although we had fairly recently sung the Rio Grande, it was much more exciting to perform it with the orchestra.

### Plus points

- The commitment and panache of the choral singing
- The playing of Jeremy in the Rio Grande

### Minus points

- Lack of preparation of the school choirs (give example)
- Inconsistent playing of GPO (give example of trumpeter) changes have changed feel of music making of GPO

Comments heard afterwards that were critical of the choir, were entirely misplaced and born out of ignorance of the choir and choral matters.

### Sunday 20 December 1998

- A slightly different Christmas concert for us with the joining together with the Guildford Symphony Orchestra - the shared conducting (with Darrel Davison) worked well despite our somewhat contrasting approaches.
- Because of the presence of the orchestra, the programme could be more varied - good thing - perhaps still rather too long for the younger members of the audience.
- Nothing lost by not having a "celebrity"
- The atmosphere was much closer to the relaxed family occasion the we are aiming for.
- This year the few teething problems will, hopefully, be ironed out with Rotary and us.

### **Saturday 13 February 1999**

- Concert shared with University of Surrey Choir and Orchestra and Sebastian Forbes.
- Philip Moore's "De Profundis" and Poulenc "Gloria"
- Good thing that we started the Philip Moore earlier in the season, so that when we came to perform it, it was (mostly) well learned. And despite earlier impressions of its difficulties and character, I think most people came to accept the challenges it presented and might even have enjoyed it! The composer certainly seemed well pleased with our performance.
- The Poulenc is a glorious piece (excuse pun!) and benefited from Sebastian's enthusiastic approach!
- Worried moments at the rehearsal on the Thursday evening when the orchestra were less than convincing in their playing - considerably better on the day if weak in some areas.
- But University Choir was good and it was musically, a rewarding association: one to be maintained
- Will be doing another concert together next year.

### **Saturday 13 March 1999**

- This was the big one of the year and I believe will live long in the memories of us all.
- Wonderful to have such a fine orchestra in the Forest Philharmonic Orchestra to play - especially the brass section. This, if I am not mistaken, gave us confidence that actually we could afford orchestra that was not the GPO and which played as well as the GPO (if not considerably better) - and were enthusiastic and committed to the performance (rather like the "Dream of Gerontius" last year).
- Two wonderful young soloists in Katy Tansey and Jeannette Ager. JA will be singing with us again in the St Matthew Passion.
- Despite a dodgy rehearsal the night before, the singing was absolutely magnificent on the day in both the Bruckner and Mahler, and, as I said at the rehearsal following the concert, I could not have asked for more from you for this performance which meant so much to me.
- The success of this independent venture (which was daring) and the size and reaction of the audience can give us great confidence to go on and do many more such concerts. Likewise the comments that were received after the concert should make us confident in our ability to stage and perform successful concerts.

## **Saturday 29 May 1999**

- And so to our last concert of the year, the French evening - combining with the Surrey Mozart Players and The Chase.
- The association with the Chase was a great idea and was appreciated on all sides.
- The association with the SMP was less happy - certainly much more rehearsal time will need to be scheduled if we are to combine with them again.
- Once again, good that we could include Jeremy in our concerts and thanks to him for his solo part in the Poulenc Organ Concerto.
- The singing of the soloists was as contrasted as one could imagine - Helen Neeves was exquisite in the Fauré and she will be joining us in the St Matthew Passion in March.
- The choir sang beautifully, the solo lines of sopranos and tenors sounding especially fine, (not taking away from altos and basses of course!). I was particularly pleased though with the Duruflé Motets which are not easy and which sounded really fine. As I said at a later rehearsal for this concert, the choir was beginning to have the flexibility of a chamber choir - certainly your unaccompanied choral singing has improved out of all recognition over the last few years.

## **Next year's dates:**

**Saturday 20 November** - Haydn's "Creation" conducted by En Shao  
Civic Hall - GPO - Borough funded.

First time performed for many years and good to have En Shao back to conduct us.

Although having had me conduct the choir for all this year's concerts has been extremely good in building further the rapport between us, it is good to have conductors of international repute with us.

**Friday 26 November** - Music for Christmas/Princess Alice Hospice Carols Concert  
Limited numbers at Dorking Halls

**Sunday 19 December** - Christmas concert at Civic Hall.

Our promotion, concert to be accompanied by GSO with Darrel Davison and me.

Rotary backed. As per last year

**Saturday 12 February** - U of S Choir and Orchestra with Sebastian Forbes and me in cathedral.  
Programme to include Frank Bridge's "A Prayer" [describe] (me) and probably Bruckner's "Te Deum" (Sebastian).

**Saturday 11 March** - J.S. Bach St Matthew Passion (in German) with the Freiburger Bachchor and me conducting - Cathedral - Orchestra: the Brandenburg Sinfonia - a fine professional orchestra  
Our promotion - our flagship concert for the coming year.

**Saturday 10 June** - Concert in Civic Hall with the Forest Philharmonic Orchestra  
Programme (popular) to be confirmed

A reasonable balance between the popular and the less well-known and I hope the programme will appeal to all. Please so not pick and choose

Which leads me on ...[what I said last year, but more important still as we become more independent]

Spirit and atmosphere of choir is really positive, therefore singing is better. Sense of belonging (of teamwork) is so important:

- No picking and choosing
- High attendance record at rehearsals, for sake of overall performance
- Especially important to present positive, hard-working, friendly and high quality image given the route the choir may be taking in the future (more from John)

To end thanks to John and all the committee who work incredibly hard on your behalf.

Also to some outside the committee who help enormously.

To Prue who helps me out at auditions

and of course to Jeremy for his loyalty to the choir and his as ever brilliant playing.

Thanks for all your hard work over the year - you are singing better than ever, the rapport between us seems ever stronger which makes for better music-making, and I look forward very much to the concerts we have got coming up next season.

# GUILDFORD PHILHARMONIC CHOIR

Registered as a Charity No. 1026337

AGM 28 JUNE 1999

## CONSTITUTION

The Committee recommend the adoption of the revised Constitution attached to this agenda. The present Constitution and the proposed revised Constitution are both largely based on the Model Constitution of the National Federation of Music Societies as approved by the Charity Commission. The revision has been made necessary by the changing policy of the Guildford Borough Council under which the Choir will no longer have a direct and formal link with the Council. The opportunity has been taken to make one or two other minor changes of substance and to improve drafting. Proposed additions/amendments are shown in bold and deletions are indicated by square brackets.

The reasons for the changes, clause by clause, are as follows:

1. GBC policy;
2. GBC policy;
3. No change;
4. Requires appointments to be made at a General meeting but otherwise drafting;
5. a. Increases maximum size of Committee to 8;  
b. Reinstates a 5 year restriction on holding the office of chairman but with the addition of the qualification "normally";  
c. No change but may not now be acceptable to Charity Commission;  
d. Removes present unnecessarily complex restrictions on term of office of additional members;  
e. Restricts the number of co-opted members to three;  
f. Empowers the Committee rather than the individual voice parts to appoint the part representatives;  
g. A new power for the Committee to appoint a Vice-Chairman to support the Chairman in the increasingly demanding role of that position. The Vice-Chairman may but will not necessarily become the next Chairman whose election will remain the responsibility of the Choir in General Meeting.
6. GBC policy;
7. GBC policy and drafting;
8. b. Reflects existing practice;
9. Tightens up the procedure for the summoning and business of the Annual General Meeting. All members will in future get AGM papers by hand at a rehearsal or otherwise by post;
10. A new provision to enable the Committee or any 10 members to requisition a Special General Meeting when circumstances so require;
11. A new provision requested by the Charity Commission;
12. No change;
13. GBC policy.

Cjdr 11 June 1999.

# GUILDFORD PHILHARMONIC CHOIR

Registered as a Charity No. 1026337

DRAFT 9 JUNE 1999

## CONSTITUTION

### 1. TITLE

[ ] The name of the Charity shall be the Guildford Philharmonic Choir ("the Choir").

### 2. OBJECTS

To advance public education and appreciation of choral music in all its aspects in particular by the presentation of public concerts and by other such means as the Committee of the Choir shall determine. [ ]

### 3. MEMBERSHIP

The membership of the Choir shall be those who are aged 18 years and over, who pay the annual subscription at the appropriate rate or rates as determined by the Committee, all such subscriptions being payable in advance, and (in the case of performing members) who provide such evidence of musical ability as the Chorus Master shall require.

### 4. PRESIDENT AND VICE-PRESIDENT

The Choir may **at an Annual or Special General Meeting** appoint a President and **may also appoint** a Vice-President. **Appointment shall be for an initial period of five years. A President or Vice-President shall be eligible for reappointment for similar or lesser periods thereafter.**

### 5. COMMITTEE

- a. The management of the Choir shall be in the hands of a Committee consisting of four officers (a Chairman, an Honorary Secretary, an Honorary Treasurer and an Honorary Membership Secretary ) **and not more than eight nor less than four additional members.** The Committee shall be elected out of the members of the Choir at the Annual General Meeting.
- b. The officers shall be elected to a specific office, shall hold that office for one year and shall be eligible for reelection provided that a Chairman shall not **normally** hold that office for more than **five** years. In the event of a casual vacancy occurring in any office during the year the Committee shall appoint a member of the Choir to act in that capacity until the next Annual General Meeting.
- c. The four officers for the time being of the Choir shall be the trustees of the charity.
- d. Additional members shall hold office for one year and be eligible for reelection [ ].
- e. The Committee may co-opt, **for specific tasks and until the next Annual General Meeting, not more than three other members of the Choir.**
- f. **The Committee shall appoint a representative of each voice part to work with and assist the Honorary Membership Secretary**
- g. **The Committee at its first meeting after the Annual General Meeting or as soon thereafter as possible shall appoint one of its number to be Vice-Chairman of the Choir.**

### 6. CHORUS MASTER AND ACCOMPANIST

**The Choir at each Annual General Meeting shall appoint a Chorus Master for the ensuing year and, on the recommendation of the Chorus Master, shall appoint an Accompanist for the ensuing year.** Neither the Chorus Master nor the Accompanist shall be a member of the Choir **but the Chorus Master shall be a non-voting member of the Committee.**

## 7. MANAGEMENT

The management of the Choir and the control of its finances shall be in the hands of the Committee. **Minutes of all Committee and General meetings shall be kept by the Honorary Secretary.** [ ]

## 8. FINANCE

- a. The financial year shall end on April 30<sup>th</sup>.
- b. A **current** banking account shall be held in the name of the Choir and be managed by the **Honorary Treasurer** Cheques on that account shall be signed by any two of the officers. **The Honorary Treasurer shall also maintain in the name of the Choir such other accounts as the Committee may from time to time decide.**
- c. The Choir may receive donations, grants in aid and financial guarantees.
- d. Tickets for all its concerts and other choral events shall be offered for sale to the public.
- e. The income and property of the Choir shall be applied solely towards promoting the objects of the Choir as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any member or members of the Choir except in payment of legitimate expenses incurred on behalf of the Choir.

## 9. ANNUAL GENERAL MEETING

Within thirteen weeks of the end of each financial year an **Annual General Meeting shall be held of which at least fourteen days notice in writing shall have been given to each member of the Choir of the business to be conducted at that meeting. The business shall include the consideration of the Annual Report and Accounts of the Choir, the election of the Committee for the ensuing year and the appointment of an Independent Examiner.**

## 10. SPECIAL GENERAL MEETING

**The Committee may call a special general meeting of the Choir at any time. If at any time ten members of the Choir request such a meeting in writing stating the business to be considered the Committee shall call such a meeting. At least fourteen days notice of any special general meeting stating the business to be discussed shall be given to all members of the Choir.**

## 11. ACCOUNTS

**The Committee shall comply with its obligations under the Charities Act 1993 with regard to :**

- (a) **the keeping of accounting records for the Choir;**
- (b) **the preparation of annual statements of account for the Choir;**
- (c) **the independent examination of the statements of accounts of the Choir; and**
- (d) **the transmission of the statements of account of the Choir to the Commissioners.**

## 12. DISSOLUTION

In the event of the Choir being wound up any assets remaining upon dissolution after payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Choir.

## 13. AMENDMENTS

[ ] This Constitution may be amended by a two-thirds majority of members present **and voting** at an Annual or Special General Meeting provided that at least fourteen days notice of the meeting and of the proposed amendments has been sent to all members and provided that nothing therein contained shall authorise any amendment which shall have the effect of the Choir ceasing to be a charity.

[ ]

Constitution adopted on 26 April 1993: Clauses 5 and 10 amended on 3 June 1996: Clauses 5 and 9 amended on 11 May 1998: Clause 5b amended on 17 May 1999.