



Committee Meeting 31 October, 7.30pm

Venue: 28 Ryecroft Road, SW16 3EG

MINUTES

Present

Russell Ashley-Smith (chair), Graham Vernon (treasurer), Jeremy Crump (secretary), Caroline Annesley, Chris Burns, Emma Laing.

1. Welcome and apologies for absence

The Chair welcomed Ishani O'Connor as an observer.

Apologies were received from Charles Mackworth-Young.

The minutes of the committee meeting of 6 June were approved and signed by the chair.

2. Establishing the new committee

a) meetings: how frequent? which days are best?

The Secretary was asked to arrange a repertoire meeting for early December, to which the conductor and leader should also be invited, and a further committee meeting in January or February. Tom should be asked to speak about his vision for the future direction of the orchestra.

It was agreed that committee meetings would not be arranged for Friday, Saturday or Sunday if at all avoidable. There was a general preference for Tuesdays out of term time.

b) communications: GoogleDocs; correspondence received (note 2011/1)

The use of Google docs was agreed as an efficient means of sharing papers. A hands on session was available for any member who was having difficulty with access. (action: **contact the secretary**).

The Committee welcomed the digest of correspondence received . It was agreed

that the secretary should act without consulting the committee in responding to most correspondence, but should report retrospectively on a monthly basis on how correspondence had been dealt with.

c) finances: bank accounts and other handover issues

The Treasurer reported that bank mandates were now in place. He was to meet Ian Finn on 1 November to complete the handover.

d) allocating responsibilities (note 2011/2)

The list of responsibilities in note 2011/2 was discussed and committee responsibilities identified as per the annex to this minute (2011/minutesAnnex).

It was agreed that the **secretary** should create a timetable of the year's administrative events to help the committee coordinate its work.

3. Finance

a) Treasurer's report for 2010-11 (draft 2011/3)

The accounts for 2010-11 had not been received from Ian Finn at the time of the meeting. **(Note by the secretary:** Ian passed the accounts to Graham Vernon at their meeting on 1 November). The committee noted the requirement in section 13 of the constitution for independent scrutiny of the accounts. **Action: Treasurer to arrange for independent scrutiny in accordance with s13 of the Constitution.**

b) any other financial matters

None raised.

4. Agenda for EGM - 15 November (note 2011/4)

It was noted that the date of the EGM was to be 29 November, not 15. The two agenda items in 2011/4 were agreed. In addition, it was agreed that the EGM was a suitable opportunity to draw to the attention of the orchestra the procedure for reviewing the conductor's contract. The terms of the contract required that 3 months notice needed to be given of the intention on either side not to renew the contract. Since no such notice had been given in respect of the renewal due in January 2012, the contract would be renewed for 2012-13. It was agreed that for the subsequent renewal, there should be a consultation of the membership carried out in July 2012 in advance of the renewal.

It was agreed that the **secretary** should send a notice to the membership of the EGM. (secretary's note: email sent on 1 November).

5. Play through arrangements

The choice of repertoire should be made with due consideration to the cost of hiring score and parts. Secretary to conform booking of Elmgreen for 29 November. (secretary's note: now done).

6. Extra players (note 2011/5)

It was agreed that future approach to extra players should take into consideration the cost. Where possible, we should look to recruit amateurs who could play on the day and without payment.

7. Photographs of the orchestra for the web site

It was agreed that we needed new photographs for the web site since the present ones were now 5 years old. Caroline Annesley to ask a friend who is a photographer if she would be able to do this. (Secretary's note: this has now been done).

8. Officers to sign constitution (2011/6 - latest version of constitution)

The officers signed the revised constitution. Secretary to lodge a copy with the Charity Commissioners.

9. Any other business

The Committee were very grateful to receive a donation to the Orchestra of £50 by Nadia Lasserson. The performance of Brahms 4 in the summer would be dedicated to Mike Lasserson's memory, the £50 donation to be regarded as sponsorship of the programme.

Russell Ashley-Smith said that he would be writing to Yorkshire Libraries about the proposed closure of the Yorkshire Music Library, which was an important source for amateur orchestras across the country, including DSO (now done). **Caroline Annesley** undertook to write to Tessa Jowell MP on the subject.

It was agreed that the secretary should take over the role of first point of contact with Making Music (now done).

It was agreed that DSO should support Ian Finn's response to All Saints increase of hire charges.

Emma Laing updated the meeting on progress of the discussions with Paula Tysall about her contract. All were agreed that it was necessary for there to be a contract so

that the liabilities of the Trustees were properly defined.

Date of next meeting will be determined by Doodle.

Jeremy Crump (Secretary)

Russell Ashley-Smith (Chair)