# Royston Town Band Committee Meeting Minutes

Minutes of a meeting held on 10th August 2015 at the Old Bull Inn, Royston and continued later at the new bandroom.

Version 1, 3rd September 2015

Present: CF (Chair), FB, MJ, LL, OS, KS, JS, KS, RS, SS, GW
Apologies: CB, TC, BE, SE, LK, MP, GS

## 2015/73 Minutes of previous meeting

The minutes of the meeting on 13th July 2015 were agreed as a true record.

## 2015/74 Engagements and contests

The performance at the Royston Methodist Church on the evening of Thursday May 26th 2016, mentioned in the minutes of the previous meeting, had now been confirmed.

### Arts Festival Concert

Roger had spoken to the Royston Parish Church and they had agreed to the use of the church as a back-up in case of inclement weather on the evening of the RTB concert on Saturday 19th September. They had also agreed to the loan of chairs.

Roger proposed to ask the church whether they would provide access to their electricity supply for the evening for an appropriate fee.

 **Action: RS**

Roger had raised the issue of RTB collecting money at the performance with the Arts Festival committee and the committee had confirmed that this was acceptable.

Roger had submitted the paperwork for the event, including an event plan, a risk assessment and a site map.

### Bowls Club

The Royston Bowls Club had enquired (via Charmian’s Father) about the possibility of RTB playing at an event next July. A fee of £200 would be proposed.

 **Action: CF**

### Players’ registration

Roger requested a cheque for £115 for the renewal of players’ registration with the Brass Band Players’ National Registry for two years. This would include registration of Ben Timms, who had not previously been registered.

The number of registered RTB players was now in the mid-thirties – approaching the allowed maximum of forty. We could consider asking players who tend not to contest whether they wish to retain their registration.

### Christmas Concert

With Christmas fast approaching, the issue of venue for the Christmas Concert was raised. The two obvious options are the Town Hall (as usual) and the Parish Church. The difficulty with the former is the hard limit on the number of seats, which results in people being turned away at the door. Transferring to the Parish Church would require the concert to be held earlier in December, as the church is normally committed on the weekend before Christmas.

To be considered for the next meeting.

 **Action: All**

### Butlins Mineworkers Contest 2016

No substantive discussion took place as Chris Butterworth was absent.

Christine had indicated that she was keen to attend.

## 2015/75 Development Band

The Development Band would be participating in the Arts Festival concert. Lisa had discussed content and timing with Steve.

Charmian had completed the DBS check formalities for Lisa.

Charmian had amended her e-mail distribution list to include development band members.

A further rent payment had been made to cover the final two five-week periods.

## 2015/76 Social, PR and promotion

Owen was awaiting further responses to his e-mail regarding the Therfield Heath social event on Saturday 5th September, so that he could give the Fox and Duck at Therfield an indication of likely numbers for lunch.

The band barbeque would not be held this year, as the autumn period already is already busy with the bandroom opening, the autumn concert and various other playing commitments.

## 2015/77 Treasurer’s Statement

No accounts were produced for this meeting due to holiday commitments. Normal service would resume for the September meeting.

The final invoice from the electrician had been received, but not yet paid, as certain certificates had yet to be received.

## 2015/78 Miscellaneous

### Social apparel

Charmian had become dissatisfied with the proposed provider of social apparel and was seeking an alternative provider.

### Friends Secretary role

Katy had written an email to Jonathan and Freddie describing the Friends Secretary role. The first responsibility for Jonathan and Freddie would be notifying the Friends that they had taken over the Friends Secretary role and inviting them to the bandroom opening event.

 **Action: JS/FB**

## 2015/79 Band room construction

The meeting reconvened at the new bandroom. The discussion was somewhat free-format and hence difficult to minute, however the following notes should capture the essentials.

### Outstanding tasks

* Mezzanine floor/storage area: Wooden edging needs painting and flooring needs laying: carpet tiles if any remain after the main floor had been completed, or linoleum if not.
* Gloss/Undercoat in various areas. Toilet door particularly.
* Tiling of toilet floor.
* Fitting of toilet sanitary ware.
* Wooden beams need sanding down and oiling.
* Painting and mounting of window grilles.
* Filling of various minor holes in plasterboard.
* Laying of carpet tiles.

### Storage

Some time was spent discussing how to fit the band’s property and particularly the music library, into the available space.

The ideal solution appeared to be new sliding tracked storage, which would make efficient use of the recessed space under the ‘mezzanine’ level. (Owen may have experience with this style of storage.) Recognising that available cash is currently tight, in the immediate future the existing filing cabinets would have to be used, with the option of archiving less frequently used material in the mezzanine storage area along with spare instruments. Shelving could be fitted above the filing cabinets to provide additional storage.

### Opening event

Taking into account availability of prospective attendees (including Alison Balsom), the favourite dates were Sunday 4th October and Sunday 18th October. [The latter was confirmed following the meeting.]

The proposed format for the event is:

* Marching while playing from the site of the old bandroom to the new bandroom
* Drinks and discussion
* Speeches
* Small group performance

### Things to purchase

It was suggested that the following items be purchased:

* Perspex or wooden panel, depending on cost. Charmian would obtain quotes.
* Cork boards
* White board
* Availability planner
* (Possibly) New “Royston Town Band” sign, if the existing sign cannot be restored. Giles will consult his contact about this.

## 2015/80 Date of next meeting

Monday 7th September at the Old Bull Inn, 8.30pm start.

## 2015/81 Consolidated actions

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| Date | Owner | Action |
| 10/08/2015 | RS | Enquire whether the Parish Church would provide access to an electricity supply for the Arts Festival concert, in return for a fee. |
| 10/08/2015 | CF | Propose fee of £200 to Royston Bowls Club for May 2016 event. |
| 10/08/2015 | All | Consider venue for 2015 Christmas Concert. |
| 10/08/2015 | JS/FB | Notify Friends of change of role and invite to bandroom opening event. |
| 13/07/2015 | CB/GW | Cooperate on organisation of musical activities for small groups. |
| 08/06/2015 | RS | Renew players’ registration. |
| 08/06/2015 | LL | Circulate details of possible associate band in France. |
| 11/05/2015 | All | Consider whether interested in taking up the Secretary role on Roger’s retirement and functioning as “apprentice” in the meantime. |
| 11/05/2015 | CF/GW | Hand over branded merchandise activities from Charmian to Giles. |
| 11/05/2015 | CF | Liaise with Tesco Royston on date(s) for playing/collecting outside the store. |
| 11/05/2015 | CB | Establish which band members would attend Butlins 2016 on a self-funding basis.  |
| 02/03/2015 | All | Plan jumble / table top sale for early autumn. |
| 05/01/2015 | All | Pursue internal individual/small group contest. |
| 05/01/2015 | CF | Progress masterclass/workshop idea, when time permits |
| 01/12/2014 | MJ | Establish which cornet players do not have a full complement of mutes. |
| 10/11/2014 | All | Discuss Masons’ money when time permits. |