



## **Minutes of Paisley Philharmonic Choir AGM**

**21<sup>st</sup> May 2024, St Mirins Cathedral 7.30pm**

### **Apologies:**

D Morgan, C Crawford, M Smith, M Murney, E Dinnett, L Anderson, P MacKenzie, M Nocher, J Russell

### **Present:**

A McKenzie, E Paterson, R Ferrier, E MacDonald, V Williams, M Smith, B Marks, I MacDonald, E Davidson, C McArdle, V McArdle, S Mulligan, A Stewart, A Wilson, D McDonald, L Docherty, K Doherty, A Winch, M Habeshaw, L Dinnett, J Blair, A Napier, L Napier, C Darroch, M Doole, A Murray, L Rowe, B Ward, R Beattie, M Marks

### **Minutes of Previous AGM (2023):**

Proposed by Edna Paterson and seconded by Bill Marks

### **Treasurers Report:**

PAISLEY PHILHARMONIC CHOIR: CHARITY NUMBER SC0 14917 TREASURER'S REPORT: 1<sup>st</sup> April to 31<sup>st</sup> March 2024

#### **INTRODUCTION**

As can be seen from the papers distributed our finances show a healthier balance than the previous year which is a most positive sign after the difficult time the Choir had during and immediately following Covid. I would like to start by thanking most sincerely our President Rhona who through her efforts managed to obtain £4850 for the Choir in grant funding this year which has helped so much in ending the financial year with a more healthy balance of £14400.71. Thank you Rhona

Each member has been handed the Receipts statement and payment summary and the monthly breakdown sheet and the details of the concert summaries. I am not going to go through every item please ask any questions as I am talking through the papers

- 1.0 The end of the financial year report 23/24 shows a net cash inflow surplus for the financial year of £6421.55.
- 2.0 The income for was £17,895.73 The expenditure for was £11,474.18
- 3.0 The fundraising total was £4850 from Grants obtained and £18.41 from Amazon through members putting PPC as their preferred charity.

- 4.0 £353.90 was generated through music hire. I would like to thank most sincerely Ray Beattie the previous Librarian for all her hard work as previous Librarian and for helping Becky to take over and of course thanks to Becky for taking on this task and doing an excellent job It is a considerable amount of work liaising with other choirs, packaging up the music, arranging invoices, chasing up payment etc. to say nothing of course to sorting out all the music for choir members.
- 5.0 Membership income was £5617 plus £165 tutoring fee that has to be shown separately for HM Revenue and Customs. 48 members paid fees either full year or half year. I am proposing to not increase the membership for the new session. That would be £140 per year which can be paid in instalments of £70 and £70. Of course if anyone has any difficulty in paying fees then please do not hesitate to talk to the treasurer in strictest confidence. The most important thing is that you remain a member of the Choir. Do members agree not to raise the membership fees
- 6.0 £992.00 was returned from the Inland Revenue as Gift Aid. This was an increase of £276 from last financial year. Please ensure that if you are no longer eligible for gift aid or become eligible that gift aid can be claimed i.e. you pay income tax that you inform the treasurer. Also if you change your address as checks are made by each year from the submission which identifies choir members by their address and post code.
- 7.0 There have been 3 concerts held in the financial year. If you look at the Concerts sheet ( single sheet) you will see we ended up with a surplus of £1777.21. Only one of the concerts made a very small loss and that was due to purchasing music of £488.75 but as this was John Rutter I am sure we will be able to recoup the money through hiring out. Ticket sales for the Christmas concert were excellent 256 tickets 111 tickets were sold for the May 23 concert and tickets sold for the March 24 concert. It would be interesting to hear your views on reasons for reduced ticket sales. Concert content or other reasons. I would like to thank the three stewards for all their help with the ticket sales Valerie Morag and Aileen. I would hope that they will be happy to continue. The new system seems to be working well. Please let me know your views. I would propose that we keep the ticket price to £10 for adults and £5 for children. Would members be agreeable to that
- 8.0 Total cost of rehearsal rooms was £694.10 The majority of the rehearsals were in Paisley Grammer School who, because we are a charity charge £8.50 per hour (£25.50 for three hours allowing us in at 19.00 hours and giving us time to leave at end) . Other rehearsals were held in Paisley South Church , St. Mirans Cathedral and Oakshaw Church They charge £20 per hour although I have not received a bill yet from St. Mirans since we held rehearsals there these past few weeks. I know that Rhona will be asking members regarding where members prefer to rehearse for new session later in the meeting
- 9.0 £128.78 has been spent on the web site and social media Most grateful thanks are extended to Tim Lambourn for all his work in this area.
- 10.0 £ 320 was spent on gifts gratuities and flowers for members
- 11.0 £31.00 was spent on stationery and postage

- 12.0 £375 .00 was spent on Making Music Subscription and Insurance.
- 13.0 Internet banking working well now and nearly all bills are paid by BACS and payments in are by BACS as well
- 14.0 I would like to thank Clotilde for all her help with the tickets posters and for the lovely front cover she made for the Trustees report for OSCR that I have just finished The Turstee report has been approved by the Trustees. This Trustees report must be completed every year and will be posted tomorrow morning to OSCR after members have agreed the accounts.
- 15.0 I would also like to take this opportunity to thank Lesley Rankin for examining the accounts of Paisley Philharmonic Choir. Bill met with Lesley to go through and examine the accounts

Following the positive external examination of receipts and payments accounts for 2023/24 the Committee has previously approved the accounts Choir members are now asked to endorse the final accounts for 2023/24, a copy of which has been circulated to everyone at the AGM. Can I please have a proposer and seconder

PROPOSER: Anna Wilson

SECONDER: Mark Smith

- 16.0 Finally I would like to thank Bill Marks who took on the role of joint treasurer with me over these past two years. We have worked well together (and his wife Margaret) arranging for the accounts to be examined which has been a great help. As you are all aware I informed members that I was retiring from being treasurer several years ago however it did not work out that way and Bill and I have been working together over these past two years. However I am delighted to inform you that a member of the Choir has very kindly agreed to take over the whole of the Treasurers role. I will be working with this member over the summer holidays finalising transfer of banking, OSCR, HMRC etc. All will be revealed later in the Agenda. I would however wish to thank this member most sincerely for her kind offer to take on the role of treasurer. You know who you ARE !!!! I will be eternally grateful. Although now I am definitely coming off the Committee I will continue to do the tickets and be the Making Music rep for the Choir if the Committee/Trustees are happy for me to continue.  
Thank you to everyone  
Any questions.

Edna Paterson: Treasurer

May 2024

### **Musical Director's Report:**

TBA

### **Chairperson's Report:**

There are a number of people to thank this year for their help in keeping the choir running throughout the session.

Thanks to Derrick for getting the choir through another year successfully with a good variety of music. The three concerts were pretty well attended with positive feedback and hopefully this will help bring in some new members and possibly attract back some previous ones.

There was an acknowledgement to Tim's amazing ability to adapt to whatever circumstances he is presented with keyboard wise and his playing and attendance for us is much appreciated especially given his commute.

Thanks to Martin Doole for his willingness to stand in for both Derrick and Tim sometimes at short notice, the choir are lucky to have him on hand.

Special thanks to Edna Paterson who has been multi-tasking over the past few years. She has dealt with school lets, developed our ticketing system and is the choir Making Music Rep alongside her treasurer post. Although she and Bill Marks agreed to manage the accounts between them this hasn't always been the easiest of tasks and it was always the intention for Edna to step down. I appreciate very much the hard work that both Edna and Bill have put into keeping our accounts balanced so thanks to both. Elizabeth MacDonald has agreed to take over as Choir Treasurer on our return next session.

The rest of the committee work away in the background to keep choir matters moving along.

Becky Ward took over the role of librarian last year and is very effectively managing it while also continuing to bring in revenue from hiring out from our music library. She is continually assessing which music we can sell or dispose of to try and pare down the vast amount of music we need to store.

Clotilde Raydon continues to do a fantastic job of producing our flyers/programmes/tickets and posters usually to a tight schedule for which we are extremely grateful. She also has a good relationship with Print and Copy It who are very accommodating with us.

Valerie Williams keeps the membership list current and safe in line with GDPR regulations.

Anne McKenzie looks after our VIP tickets and provides the gifts from the choir that are presented to soloists, Derrick and Tim at concerts.

Anne and Ray were responsible for producing hampers for raffle at our Xmas concert which was a great success for choir funds and which was repeated by Ray at our Spring concert when she produced an Easter hamper containing many handmade items by herself, again a great success.

Unfortunately, Morag Smith, our minute secretary was unable to attend this evening however thanks are noted for her service in taking the minutes at all our committee meetings throughout the year.

Doris McDonald also joined the committee last year as an ordinary member.

Many thanks to all the committee for their guidance and support.

Finally, thanks to the choir members themselves who we couldn't exist without, hopefully the numbers will continue to increase and I would encourage anyone expressing an interest in singing in a large group to come along for a try out.

**Appointment of new Committee members:**

Elizabeth MacDonald will take over as treasurer from Edna and Bill this year. The remaining committee are happy to stay in post for another year although Rhona will step down as President and this post will either require to be filled by one person or the jobs involved distributed between various committee members.

There are still a number of empty posts within the committee which needed to be filled due to members retiring from the choir earlier this session.

Posts required are President, Concert Manager, Social Convenor and another ordinary member.

Charlotte and Val McArdle have volunteered possibly as Concert Manager and IT/Website managers. Karen Doherty has also volunteered to join the committee. Job descriptions will be circulated to the committee members and hopefully at the first meeting specifics can be agreed on.

**AOCB:**

Rehearsal venue has been an issue for a while now so alternatives to Paisley Grammar School were sought and although more expensive to hire, perhaps better suited to our needs.

The options are:

St Mirins church halls, which have no piano and we currently use the choir keyboard however, if that were to fail, we would have no back up. Costs here are £40 per evening.

The second alternative is Oakshaw church hall which may possibly also allow us the chance of sectional rehearsals if required. The cost of this venue has still to be agreed and the church have requested that we suggest what we can afford, and they will advise if we can come to an arrangement. Elizabeth MacDonald is going to contact them to negotiate.

This was the venue of choice decided by the choir.

Fees for Derrick and Tim were discussed. Last year the minutes stated that if our funds were in a better position this year, we would endeavour to give them a higher increase than the £5 they were awarded then. Neither of them had intimated any demands in this matter. The choir agreed on an increase to both rehearsal and concert fees with a vote being taken on whether the increase be £5 or £10. The majority voted to increase their fees (22 to 7) by £10 as choir funds at present were reasonably healthy and members felt them deserving of the increase. This would be an increased expense of £760 to choir funds over the year.

There was a discussion about ticket prices. At present we charge £10 for adults and £5 for children. Some members felt that tickets for children should possibly be considered

free rather than the £5 we charge at present albeit we have minimal children attending concerts. After much debate it was decided to continue with the £5 charge at present.

Martin pointed out that in the previous minutes it was noted that our Honorary President Patricia McMahon had volunteered a masterclass in singing if we were interested but as yet nothing had been arranged. Rhona will remind Derrick to see whether he would like to follow that up.

The date for returning to rehearsals next session will be Tuesday the 20<sup>th</sup> of August when we will begin by rehearsing music for a performance in late February. This will give us a head start so that after Xmas we are well prepared for the concert, and will also mean we have something other than Xmas music to rehearse on our return in August. A February concert also means a bit more rehearsal time between then and our final concert of the season in May.

Edna thanked Rhona and presented her with a gift as she is finally stepping down as President.

#### **N.B. Choir Commendation**

The Choir members wish to add their commendation. Rhona has been a member of Paisley Philharmonic Choir since it began in 1989 and President/Chairperson since 2015, navigating the difficult time during the Covid Pandemic. She has been an outstanding Choir member and President, and we are delighted that she will remain as a Trustee in the role of 'Sponsorship & Grants Convenor, in which she has already demonstrated success.