

## Endcliffe Orchestra Committee 8th May, 2025

### Draft Minutes

Present: Alex, Chris, Clare, John G, Lisa, Matt and Ralph.

1. Apologies: Alison, John W, Katrin, Neil, River.
2. Draft Minutes of the meeting of 6th March.

These were agreed as a true record.

There were two items arising from the minutes: it was **agreed with All Saints Church** that we could extend the finishing time of the forthcoming concert to 10:30pm, but the Church would not agree to the opening of the toilet block on Ringinglow Rd. The Newsletter was still not fixed as there is a problem with Mailchimp. We have moved to a new platform, but we have still to stop the Mailchimp from sending to members.

3. Declaration of items for AOB. Five items were put forward for AOB.
4. Agenda items:

- a. Report back from the Programme planning meeting

The January concert would consist of two concerts, one a 'family focus' concert of approx. 1 hour either at lunchtime or preferably early afternoon consisting of Prokofiev - Peter and the Wolf; Arnold - Carnival of Animals (op.72); Copland - Billy the Kid Suite; Paul McCartney - The Beatles Guide to the Orchestra. The concert would be repeated in the evening. This concert would involve considerable costs in terms of music hire, but this might be financed through grants.

For the July concert it was **suggested** that we used music out of copyright to lessen the costs. This might include: Elgar - Enigma Variations; Marquez - Danzon No 2; Rachmaninov -Paganini Variations; possibly a Bach -Suite. It was further **suggested** that we might like to give the opportunity to Sarah (orchestra member) to sing a song cycle of her choice with the orchestra. The programme will be finalised at the June meeting.

- b. Membership Secretary's report

The Membership secretary's report was received. Katrin had accounted for most people who were members but there were a few discrepancies. It was **suggested** that **section leaders** be asked to check on all members

of their sections and especially those intending to remain as member if, at the moment, they were temporarily absent. We discussed whether it would be desirable to have a rule that attendance at a minimum number of rehearsals is necessary in order to be eligible to play in a concert, but no decision was taken on this.

c. Marketing update

Lisa outlined concert advertising efforts including in Classical Sheffield, listing in the 'Star', Facebook and on Instagram.

'TryBooking' event ticketing account has been upgraded and is for a total of 230 tickets. Plans have been confirmed for refreshments; for the programme notes and for the Banner at the concert venue. We discussed volunteer identification (e.g. badges) and we will raise the question of whether and how to engage with 'Friends of the Orchestra' in a future meeting.

Lisa also asked whether and to what extent we could share videos of previous concerts and it was agreed that we could and should do this.

d. Report on Incorporation of the Orchestra as a company limited by shares or guarantee.

A paper on this had been prepared by Clare and this highlighted the advantage of incorporation and the disadvantages associated with this operational form. There was a lengthy discussion culminating in an agreement to consider the paper and to decide at the June meeting whether to remain as an unincorporated association of our members, or whether to incorporate as a company limited by guarantee.

The orchestra does have a limited liability company - Endcliffe Orchestra Concerts Ltd. which handles concert matters, the contractual arrangements with our conductor/MD and, soon to be arranged, with our leader and also deals with tax matters.

We discussed potential liability issues for the orchestra and committee, and **we agreed to investigate** Making Music's comprehensive insurance policies.

e. Funding applications

River had made several suggestions, which were put to the committee, in relation to grant applications to cover the costs of music hire and other similar expenses. There were several trusts both local and national that offered amounts small and large that could be approached.

**Alison and Chris were to coordinate** the making of bids and River had agreed to write the final applications.

5. A.O.B.

- a. Currently, River's details do not appear on our website. It was **agreed** that we should ensure that these are on the site.
- b. Marc Kawwas (our soloist in the Gershwin) had asked for additional rehearsals in a place with a suitable piano. Several suggested places were named e.g. St Mark's Broomhill; St Andrew's, Psalter Lane; St Luke's Crosspool.
- c. Neil had raised the question about the consideration of River's contract - if either party did not wish to continue - how should we proceed? It was suggested that consideration of River's position should be undertaken mid-way though 2025, so that, if necessary, the orchestra could develop plans for a new MD.
- d. The question was raised as to the applicability of Martyn's Law. This is the (Terrorism (Protection of Premises) Act 2024): Events with over 250 people require enhanced security and risk assessment. Full implementation awaits SIA (Security Industry Authority) guidelines. Our current obligation is to maintain detailed written risk assessments with our concert venues.
- e. John G gave us notice that he wishes to resign from being Concert Manager after the July concert and we would need to fill this post. We thanked John (in advance) for all the work he has done thus far, and he agreed to hand on all the details of the Concert Manager job to the next occupant.

6. Date of next meeting: 12 June at Chris's.