

**HCYBA Committee Meeting
Saturday 4th February 2023
10.00am Perins School
Minutes**

Present:

Marie Wilds, Lorna Leather, Kathryn Boyles, Ishbel Sawyer, David Wicks, Dave Wilds, Andy Smith and Donna Matteucci (from 10.30).

1. Apologies

None.

2. Minutes from last meeting

The minutes of the last meeting were approved by email and Donna will publish them on the website.

3. Matters arising

All included in agenda.

4. Merchandise

- Ish would like the 60th anniversary logo with a transparent background to put on dark items. Donna will amend the logo that we have.
- Ish proposed ordering the bulk of items with the main logo with some small items (like stickers and pencils) with the 60th anniversary logo. This will avoid having stock left over that will be out of date. The Committee agreed.
- The lead times for most items are approximately 10 working days. The Committee discussed various options for ordering items in advance and agreed to send out a google form to find out what people would buy to help with the quantities. Ish will organise this.
- Can we go back to the Anvil and question the 20% commission on merchandise? Jon thinks they are very unlikely to change their minds, but Andy will contact them to try.

5. Uniform

David will order uniform to top up supplies. He will also put a message on Facebook to remind people to check they have uniform for the concert.

6. Finance Update

Instrument Purchase

There were two bequests received (£21,300 in 2018 and £4,000 in 2017). From the 2018 donation, a tenor horn £3,300 and a flugel horn £2,200 have been purchased for the Bands. The Committee agreed to these purchases by email. There is £6,800 remaining from the £21,300.

Tour

£2,500 for single room supplements has already been agreed. There have been no requests for financial assistance. The Committee agreed up to £2,000 for the pre-tour. These amounts both come from the previously agreed £7,500, leaving £3,000. The Committee agreed to pay for two polo shirts per person. Maybe one with the general logo and one with the 60th anniversary logo?

60th Anniversary Concert

The Committee agreed to underwrite the cost of the weekend up to £15,000 which is broken down on the spreadsheet. This will cover vans, programmes, licence, videographer, PLC commission and Cory if the ticket sales are insufficient. The actual amount will not be known until after the event.

7. HMS MD Update

Tour

There may be additional costs with concerts that will come to light on the pre-tour, for example chair hire. David will liaise with Jon about colours for polo shirts. Each person will ideally need two polos due to the length of the tour and the heat.

60th anniversary weekend

- There are 160 ex-members performing.
- The event will be recorded, and Jon will receive a digital recording of the event. There will then be options available (DVD, digital download) regarding selling the recording (or parts of it).
- Borrowing chairs from HCYO. These will need to be picked up from and returned to Thornden.
- The Committee agreed that in light of the Anvil not allowing external catering (except backstage) refreshments will not be provided for alumni. However, the bar will be open.
- Cory will require lunch to be provided (backstage) on the Sunday.

Celebratory album

Jon has someone, Tom Thorpe (an ex-member) who has agreed to come to record and produce a celebratory album for 60th anniversary. This will happen after Easter. The upfront cost is £800 but we will then be able to sell the albums.

8. 60th Anniversary Weekend

Marie has produced an itinerary for the weekend which she will share with Mark. Mark has requested support unloading the vans on Saturday morning as there is only an hour between arrival at the venue and the start of the rehearsal.

The band members need to be signed in and out by someone who is DBS checked. Alumni and Cory also need to be signed in and out but as these are all adults the DBS is not required. The sign in/out will be in different locations for band members, Cory and alumni so will require different volunteers. Donna requested a floor plan of the Anvil to help with planning of volunteers.

Younger children (JB and TB) will need to be supervised when not rehearsing. They will not be allowed to leave the Anvil unaccompanied.

We will need a huge number of parents to help over the weekend and parents of JB and TB will need to take their child for something to eat between the rehearsal and the concert. This needs to be included in communication to parents. Ideally parents will stay to help when dropping off their children. We think parking at the railway station is the cheapest option for parking all day.

The Committee agreed to meet on Saturday mornings after half-term to go through the boxes of memorabilia. They will make an inventory and decide what to display. Andy will ask the Anvil about the possibility of a projector to have a DVD playing.

9. AOB / Date of next meeting

The tuck shop prices have been increased by 10p per item to reflect higher costs.