

Minutes of Committee Meeting for Isleworth Baroque:

Tuesday 29th July 2008, 6:30pm at 26, Morley Road

Present: Helena Brown, Caroline Slater, Tom Beaton, Philip Johnson, Janet Oates, Chris Hobson, Bernard Stevenson

No	Item	Comment	Action
1	Apologies		
	None		
2	Matters arising from previous meeting		
	Surveys collected at the performances of La Calisto to be reviewed. Action carried forward		Tom
	Corporation Tax - We have received a demand for corporation tax of around £329 – Chris will discuss this with Robert to investigate options on when and whether we need to pay this and report back to the committee. Chris has contacted Inland Revenue. Corporation Tax is payable on profit excluding regular membership fees. The meeting suggested that participation fees should also be counted as membership fees, which could reduce the liability – Chris to follow up. Carried forward		Chris
	Clavichord - Kate Cleeland has given Janet a Clavichord and would be happy for it to be sold with the proceeds going to the group. Janet will look into getting it serviced and arrange for its sale. Ongoing		Janet
	Foundation for Sports and Arts. Chris suggested we apply to them for a grant. He agreed to complete the application. Carried forward		Chris
	Helena reported that Catherine Bott has volunteered to lead a ‘master class’ for around 4 people for the Indian Queen. Helena would prefer that it is more inclusive. To be discussed further once soloists have been identified for IQ. Carried forward.		
	Bernard had suggested doing recitals at the last meeting – we should include in agenda for next meeting. Chris suggested we think about the Dysart Arms in Petersham who put on classical music events. Carried forward.		
	Circulated Ali’s document about fundraising ideas – to be discussed at next meeting. Carried forward.		
	Chris suggested that the organisation CASH might be approached for advice on our financial situation – he agreed to follow this up		Chris

No	Item	Comment	Action
		<p>Philip and Helena have been looking into venues and the following have been identified and provisionally booked:</p> <ul style="list-style-type: none"> • St John the Divine for Weds 15th • Heston Community Association, • Isleworth Public Hall for Friday 17th. <p>Helena, Chris and Philip to complete bookings – we can sort out details later. Complete</p>	
		<p>Participation fees should be £50 for singers and £30 for orchestra. We will not be doing full production but instead should aim for 'semi staged' feeling with some action. Chorus to be dressed in a uniform colour. Complete</p>	
		<p>Rehearsals should be midweek for around 6 weeks and then we should have a couple of full weekend rehearsals nearer the time. First rehearsal and auditions planned for 5th August starting at 7pm. Action Helena to book Quakers, Tom to put out newsletter, Bernard to design calling notice for Tom to send out. Complete</p>	Helena, Tom, Bernard
3	Treasurers Report and Financial Matters (Bank balance is currently £1646)		
4	Charitable Status		
		Next step is to apply for Charitable status. Action Caroline to consult Ali and complete application	Caroline
5	Indian Queen		
		Chris said that he has asked Nicola Jackman to take some of the orchestral rehearsals. She will be paid £25 per hour. Need to agree number of hours	Chris/ others
		Members need to be told that they have to provide their own scores for Indian Queen – these can be purchased from King's music. Caroline to put onto website – Tom to circulate this?	Caroline/ Tom?

No	Item	Comment	Action
	Rehearsal schedule is as follows (all at Quakers from 7:30 unless otherwise indicated): 12 th , 19 th August – chorus without leader but (hopefully) with accompanist – Helena/Janet to ask Maureen and Sally to help lead 26 th Aug – chorus and 1 st orchestral rehearsal 2 nd Sept - chorus only 9 th Sept – chorus and orchestra 16 th Sept – chorus and orchestra 27 th Sept 2-6 – Everyone for larger/longer rehearsal (off book) 4 th Oct 2-6 – Soloists 5 th Oct 2-6 – All in larger venue – St Mary’s small hall? 11 th Oct 2-6 – Full rehearsal - St Mary’s small hall?		Helena to book rooms/ Janet/ Helena to ask Maureen?
	We agreed that the elderly people should be invited from alms houses etc for no fee. Otherwise, ticket prices will be £8 full price and £6 concessions		Janet Tom
	We need to identify a ‘project manager’ who will pull everything together for the production – All to think of who we can ask and sound them out before next meeting		All
	Publicity should be started asap – Janet and Jon to design logo and Bernard to draft flyer for early circulation (eg for Anthony at the Proms)		Janet Bernard
6	AOB		
	Kate has a lot of IB stuff that needs to be rehoused – all to think who might be able to take this. Also, next newsletter could include an item and members to be asked at 1 st rehearsal		All

Date of next meeting:

21st August 2008, 6:30pm at Janet’s house: 26 Morley Road, Twickenham.