

MINUTES OF FAKENHAM TOWN BAND ANNUAL GENERAL MEETING HELD 25 JANUARY 2024 AT 7.30PM AT TRAP LANE PAVILION

PRESENT: Trevor Wright (Chairing from 8.35pm), Steve Wakefield (Chairing until 8.35pm), Catherine Moore (Minutes), Trish Hays, Mark Hays, Keith Sharples, Julie Long, Simon Moore, Yvonne Clipston, Alan Gibson, Peter Dixon, Brian Wheelhouse, Stevie Baxter, Dave Preston, Wendy Bailey

APOLOGIES: Caroline Dawson, Carole Morris, Dean Davies, Graham Lewis, Paul Baxter

MINUTES OF THE AGM HELD 26TH JANUARY 2023 were agreed and signed by the Chairman.

MATTERS ARISING: None.

REPORTS

Chairman: Trevor Wright thanked everyone for their continued support of the band.

Booking Secretary: Catherine Moore reported that the band had done 28 engagements in 2023, of which 17 were during the Christmas period. One engagement was booked for 2024, with others requested, however the Committee needed to review prices before anything could be booked for 2024.

Senior Musical Director: Steve Wakefield began by paying tribute to Roy Sayer who passed away during 2023, and noting that the band had played at his memorial service. This had rekindled a relationship with the Fellowship Band, and an invitation had been received to an open rehearsal with them later in the year. Graham had returned to the band shortly after.

The band had been privileged to play at the naming and launch of the new Wells RNLI lifeboat, in the presence of His Royal Highness the Duke of Kent.

Steve thanked those who had nominated him for a long service award which was presented at the EABBA Spring Concert.

Steve thanked Simon and Catherine for organising the mystery bandstand event, which was very enjoyable. Fakenham was the first band to play in the bandstand at Sparrows Nest Gardens, Lowestoft in many years.

Two Christmas concerts had taken place, Sculthorpe which had a lively audience; and Sparham Church which had a good audience. There was a little work to do around sit down concerts.

David Preston was welcomed to the band on trombone, and Steve thanked all depts who had helped during the year.

Progress was being made around dynamics, the band could be loud at times and needed to temper this.

Steve was thanked for his choice of music and unwavering support and dedication to the band, showing leadership at the front of the band. Peter was thanked for his support with technical matters.

Treasurer: Julie Long presented the accounts, thanking Catherine for sorting out the accounts. There was one outstanding engagement fee and one donation outstanding. The income level was similar to the previous year, and the lack of subscriptions were not a concern.

Graham Lewis noted that the rental over the last three years were not consistent, it was noted that there were fluctuations as the band used a different (more expensive) venue during Covid, and the band did not pay for the Trap Lane room when it wasn't needed.

Graham Lewis asked what the £2,145 was for, it was noted that this was £2,100 for cornets. It was requested that large expenditure such as this was reported to all committee members after the decision is made, especially if it is a 'kitchen decision'. The cornets had been allocated to Caroline and Carole.

Graham Lewis queried why the insurance had gone down, and whether the excess had gone up. The policy would be reviewed at the next Committee meeting.

Graham Lewis asked whether the band would consider a fixed interest account, for example a 6 month deposit account which could yield 5%. This would be added to the next Committee meeting. The band could also consider a bank that did complex signing arrangements for online banking.

Junior Musical Director: Steve Wakefield reported that the junior band had started up again, with a few new learners. Yvonne was thanked for taking the early session, and Trevor attended to help as well. David Preston was thanked for helping with a trombone learner.

Band Manager: Trish Hays reported that the band had a good year, with a high profile event where the band represented well. Responses had come in in a much more timely manner this year which was appreciated.

Librarian: Simon Moore reported that only one piece of music had been purchased, and the band had a good library to draw from. Band members were reminded to look after music when out and about. Alan was thanked for his continued work. Steve Wakefield asked that the library be updated on the website whenever changes were made.

Safeguarding Officer: It was noted that a pack had been put together which was being circulated around the Committee members, which would be broken down into sections for the Committee to look at over time. The pack appeared to be very in depth, there were concerns about what the roles of some committee members would be, with a significant loading, which needed to be discussed in depth to produce a workable document. Caroline was thanked for the work she had put into this.

Publicity Officer: Simon Moore reported that the online presence continued to be updated. Members were asked to be mindful of what was being posted both in the public domain, and private Members page. Recordings of the band should be good quality as it could be the only representation that someone hears.

ACHIEVEMENT AWARDS

Adult: Steve Wakefield noted that he had narrowed it down to two people, Yvonne Clipstone and Brian Wheelhouse, for their dedication especially over the Christmas period. The award was made to Yvonne and Brian.

Junior: Steve Wakefield would present the award to Dakota on Monday.

Best Dressed Bandsman: Trish Hays noted that one person did turn out very well at every engagement. The award was made to Wendy Bailey. It would be presented when Dean brought it back.

REVIEW OF BAND RULES

There were no changes proposed. The Rules were available at www.fakenhamtownband.com/info Keith Sharples noted that there was a rule regarding depping with other bands, it was clarified that this was just to let the Band Manager or Musical Director know, not to seek permission. It was **agreed** to make the following change:

13. Members' Responsibilities when Playing with other Bands or Musical Groups

A member intending to lend his/her services to another band or musical group ADD "using Fakenham Town Band's instrument" will inform the MD/BM of his/her intention.

REMOVE "The personal ownership of an instrument does not relieve a member from observing this rule."

No member should be playing for an organisation when the band has an activity at the same time except by prior agreement.

Permanent transfers are effected under the rules of the EABBA.

ELECTION OF OFFICERS

Position	Elected	Nominated by	Seconded by
Chairman	Trevor Wright	Yvonne Clipston	Stevie Baxter
Vice Chairman	Steve Wakefield	Simon Moore	Wendy Bailey
Booking & Minutes Secretary	Catherine Moore	Steve Wakefield	Yvonne Clipston
Senior Musical Director	Steve Wakefield	Catherine Moore	Peter Dixon
Assistant Senior Musical Director	Peter Dixon	Steve Wakefield	Simon Moore
Band Manager	Trish Hays	Julie Long	Steve Wakefield
Treasurer	Julie Long	Catherine Moore	Trish Hays
Librarian	Simon Moore	Steve Wakefield	Keith Sharples
Junior Musical Director	Yvonne Clipston	Catherine Moore	Julie Long
Publicity Officer	Simon Moore	Yvonne Clipston	Dave Preston
Safeguarding Officer	Caroline Dawson	Steve Wakefield	Yvonne Clipston
Committee Member	Steve Baxter	Simon Moore	Julie Long
Committee Member	Mark Hays	Julie Long	Trish Hays
Committee Member	David Preston	Steve Wakefield	Simon Moore
Committee Member	Brian Wheelhouse	Yvonne Clipston	Stevie Baxter
Band Support Officer	Alan Gibson	<i>Non-committee position</i>	

ANY OTHER BUSINESS

Graham Lewis had sent a message noting his apologies that he had held onto a band jacket during his period away from the band. He wondered if there were any other jackets out. This would be discussed at the next Committee meeting.

Yvonne asked whether the band could consider fleeces with the band name on, it was agreed that this would be discussed by the Committee alongside the full approach to uniform.

Graham Lewis had asked what the impact of the swimming pool being built on the site would be. This would be a watching brief.

Julie Long noted the Brighthouse and Rastrick band concert at the Norwich Citadel on Sunday 2nd June 2024, and that she would put an order in for tickets.

Keith Sharples felt that the bass instruments were a little tired and needed some attention, and that some parts were becoming obsolete. This would be discussed at the next Committee meeting.

It was felt that there should be a review of health and safety around the bandroom, and that the cupboard needed clearing and cleaning, this needed to be taken forward. This would be arranged by the Committee.

It was felt that Committees should be regularly arranged, as one had not taken place since April 2022. It was felt that this needed to improve.

NEXT COMMITTEE MEETING

The next committee meeting would be Friday 2nd February 2024 at 7.30pm at Trap Lane.

There being no further business the meeting closed at 8.45pm.

Signed:

Dated:

DRAFT