

## BOWES PARK COMMUNITY CHOIR

## Minutes of Committee Meeting - 1 Nov 2025

At 74 Powys Lane, N13

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|                  | <p><b>Attended by:</b> Amanda Shacham, Jane Larter, Julie Tang-Evans, Karin Ilsen, Lucy Love, Marta Buszewicz, Susan Merriman, Viv Collins</p>   |
|                  | <p><b>NB: Please see the Action Tracker for assigned tasks and dates</b> <span style="float: right;"><b>ACTIONS</b></span></p>   |
| <p><b>1.</b></p> | <p><b><u>Minutes of committee meeting on 17 Sept 2025</u></b></p> <p>A couple of minor word corrections. Under 4 - outstanding action - Jane to update contract documents to send to SM and the secretary for storage. Under AOB (b) - It was noted that we need to ask Vicente to list pieces for learning tracks as early in a term as possible and when we have all the music. AOB (d) - Discussion of Choir Farm email has been postponed to a later meeting. (We are already registered on Choirslist London and potential members can access our website and form from there.)</p> <p style="text-align: right;"><b>JANE</b></p>   |
| <p><b>2.</b></p> | <p><b><u>Vicente's proposed repertoire for spring/summer 2026</u></b></p> <ol style="list-style-type: none"> <li>1. Sigurbjörnsson: Heyr, himna smiður</li> <li>2. Coulais: Vois sur ton chemin</li> <li>3. Bernstein, arr. Huff: <i>West Side Story</i>: Choral suite SAB (CYM)</li> <li>4. arr. Snyder: Can't Buy Me Love (Beatles Medley) (SAB)</li> <li>5. Stanford: Why do the roses whisper (CPDL)</li> <li>6. <b>Mozart: <i>Requiem: Lacrimosa</i> (PDF)</b></li> <li>7. Beethoven: Jesu, dulcis memoria</li> <li>8. <b>Billings: <i>I am the rose of Sharon</i> (CPDL) OR <i>Africa</i> (PDF)</b></li> <li>9. Fjellheim, arr. Crocker: Eatnemen Vuelie (SATB)</li> <li>10. Trad.: South Australia (sea shanty)</li> <li>11. Trad., arr. VC: Chase the Rising Sun</li> <li>12. arr. VC: Peter, Paul &amp; Mary Medley</li> <li>13. RVW: Linden Lea (unison song, can be divvied up among the voices)</li> <li>14. Withers, arr. Zaino: Lean on Me (SAB)</li> </ol> <p><i>NB: Vicente suggested there may be room for 1 or 2 more pieces but, given recent experience (we've lost 2 pieces from the autumn rep - 1 being deferred to next year), we should be careful there's enough time to rehearse everything properly.</i></p> <p>After discussion we decided to drop the Billings' pieces (8) and suggest doing Ose Shalom (a past choir favourite). We have sung Lacrimosa (6) at least twice in the past few years and Julie suggested replacing it with a longer classical piece - something choir members have requested. Jane also suggested we might sing both Lacrimosa and Ave Verum Corpus (another option). Jane will discuss all our proposed changes with Vicente asap.</p> <p style="text-align: right;"><b>JANE</b></p> |

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| <p><b>3.</b></p> | <p><b><u>December concert arrangements and carols events this term</u></b></p> <p><b><u>Concert</u></b> We need a concert coordinator to oversee various tasks before and on the night (for recent concerts it has been Julie T, Julie I and/or Irene). No volunteers from the committee but we did discuss the programme, refreshments and front desk. Julie agreed to produce the programme - and could greet the HYM people and performers on the night. Susan thinks it'd be easier not to sell tickets on the door so we'll ask members to buy in advance at rehearsal or via the website. We'll still need a non-singer to check ticket holders' names.</p> <p><b><u>Refreshments:</u></b> We decided we'd supply snacks (crisps, cheesy things and mince pies) from choir funds. Karin can supply small bowls and Amanda has napkins left over from July. Re drinks, Jane will ask the section mentors to organise members to bring drinks to set out for sharing. Sops 1 - Prosecco; Sops 2 - white and red wine; Altos 1 - soft drinks and mocktails (cans); Altos 2 - cocktails in cans (very popular in July!); Ts &amp; Bs - beers and lagers (bottles, cans). Prosecco and red wine are usually popular in December. Julie has a large supply of paper cups and some tablecloths - she'll check and buy more if needed. NB: We'll have access to the church kitchen so we can supply jugs of water from there.</p> <p><b><u>Mentors:</u></b> We agreed to try and involve the section mentors more in concert planning. Jane will speak to them at a rehearsal to (a) check they all still wish to be mentors and (b) discuss the refreshments.</p> <p><b><u>Dress code:</u></b> As usual for December - red, green or gold tops (or dresses/suits) with black 'bottoms'.</p> <p><b><u>Tickets:</u></b> Susan has uploaded a link to tickets on the website and will sell tickets at rehearsals nearer the time. We agreed £12 per adult, 16s and under free. Tickets will include a complimentary drink and snacks for guests. Karin offered to make a ticket poster for rehearsals to remind members to buy them.</p> <p><b><u>Returning music:</u></b> Lucy would like members to return their music right after the concert - as we did in July. She'll supply a box for it. Members who aren't singing at the concert will be asked to hand in their copies on 4 Dec after rehearsal.</p> <p><b><u>Carols for events - to be rehearsed at workshop on 8 Nov:</u></b> We chose 10 carols and Julie will send the list to Vicente and to choir members prior to the workshop.</p> <p><b><u>Myddleton Road Winter Festival, Sun 7 Dec</u></b> Jane has requested a 2.30pm slot - to sing for 20-30 minutes. She'll chase Lucy Whitehead for confirmation. Julie had suggested we add the Huron Carol just for this event to add something different to our usual carols (we'll know it well and Vicente is conducting) - Jane to confirm with Vicente and we'd need to remind members to bring their copy.</p> <p><b><u>Woodside Park carols, Sun 14 Dec, 4.30pm</u></b> Need to check we'll have enough singers for this - around 15 is fine. May not need a conductor as it's informal - Kate Franzmann could possibly lead.</p> <p><b><u>Alexandra Palace, Sat 20 Dec, 1.30pm</u></b> Jane is meeting with Jen Blackwood (Senior Creative Learning Producer at AP) to confirm details and discuss singing at future events there. She suggested asking Michael Solomon Williams to conduct us on the 20th and at the tube. (Julie can bring the BPC banner to this event.)</p> <p><b><u>Bounds Green tube, Mon 22 Dec, 5.45 - 7pm</u></b> The charity is the Felix Project and they'll be sending a couple of people with buckets and card reader. Julie will book the back room at The Springfield Tavern across the road for choir drinks afterwards.</p> <p><b>NB: Sign-up sheets are put out at rehearsals for all the above events and the concert.</b></p> | <p>JULIE</p> <p>JANE</p> <p>JANE</p> <p>SUSAN</p> <p>KARIN</p> <p>JANE / LUCY</p> <p>JULIE</p> <p>JANE / JULIE</p> <p>JANE<br/>JULIE</p> <p>JULIE</p> |
| <p><b>4.</b></p> | <p><b><u>Insurance and risk assessment</u></b> Susan reported that our new insurance policy with Making Music started on 01/11/25 and cost £12.50 for the year. From Nov 2026 the annual premium will be £50. She looked into general risk assessment requirements and any electrical equipment will need PAT testing if it's over a year old. That will be the keyboard, lamp and extension lead and the urn (we need to check with BGS</p>   |   |

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|                  | <p>which urn belongs to the choir). Jane will talk to Alan at BGS to see if they can organise the testing prior to the end of term. (The new microphone and projector will need testing after July 2026.)</p>   | <p><b>JANE</b></p>   |
| <p><b>5.</b></p> | <p><b><u>Governance and communication</u></b></p> <p><b>Results of AGM:</b> 3 people volunteered to join the committee - Karin, Marta and Francis Hawkey. Francis did not attend this meeting but hopes to join us in January. Karin will be taking over from Julie as secretary, starting in January, and they'll arrange to meet and do a handover at the end of term.</p> <p><b>Job roles and descriptions:</b> Jane is updating these and will circulate them to the committee.</p> <p><b>Vacant roles:</b><br/> <u>Concert coordinator (twice yearly)</u> - need a volunteer. Dec 10th concert may be a group effort.<br/> <u>Social media management</u> Viv Canal may not return to choir and has 'retired' from this role. We could ask choir for volunteers or Karin might take it on. We could also ask Julie I and Susana to continue making video clips of rehearsals and taking photos to send to whoever manages the Instagram.<br/> <u>Commissioning learning tracks</u> Marta volunteered to take this on and will liaise with Susan and Lucy re what's involved and contacts.<br/> <u>Charity liaison (concerts and tube carols)</u> Julie volunteered to do this.</p>   | <p><b>JANE</b></p> <p><b>MARTA</b></p> <p><b>JULIE</b></p> |
| <p><b>6.</b></p> | <p><b><u>Core repertoire and future events from January 2026</u></b></p> <p><b>Core repertoire:</b> We have previously discussed this and put together a list of pieces we think would work and be a good showcase for the choir. Ideally they need to be on PDFs so we can keep copies. The list can be changed/increased over time. Lucy will send the list she has to committee members. We'd need to rehearse pieces during the spring term, with possibly a workshop.</p> <p>We briefly discussed when to hold the <b>spring/summer concert</b> and decided it could be at the end of June/early July (leaving maybe 2 more weeks of rehearsals which could be dedicated to the core rep or 'fun' evenings - see 7 below.). Susan felt the concert shouldn't be any earlier as some members would not attend subsequently. We'll need to discuss with Vicente his availability in June and July.</p> <p><b>Venue?</b> The deputy head at BGS suggested to Julie we consider holding our next concert in their lower (main) hall. There is a stage, piano and the hall seats up to 300 (they can supply adult chairs). We'd need to ask Vicente to assess the acoustics but it might be a suitable - and cheaper - option than other venues.</p> <p>Jane will seek out possible small local events the choir could perform at with a core repertoire or concert pieces. Julie mentioned the possibility of a free music festival at the Pavilion in OT Rec (Durnsford Road) - probably in May/early June - not confirmed yet.</p> | <p><b>LUCY</b></p> <p><b>JANE / JULIE</b></p>              |
| <p><b>7.</b></p> | <p><b><u>Any other business</u></b></p> <p><b>Learning tracks update:</b> Susan reported that the tracks were sent to Irene who is currently away. Susan will contact Laurie to get them sent directly to her to upload to the website.</p> <p><b>Future ideas:</b> Karin suggested we could have a rehearsal where family/friends are invited along to listen to us. To avoid boredom it would be best to do this when we are running through complete pieces as we approach a concert. An alternative for a rehearsal <u>after</u> our spring/summer concert might be to invite non members to a singalong of pieces from our core rep (they can sing the tune) - might be good for recruitment of members. For further discussion.</p>   | <p><b>SUSAN</b></p>  |

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|                  | <p><b>Suggestions and feedback:</b> We should draw members' attention to the Feedback area (under Members) on the website. People don't seem to know about it. We can continue to put out song suggestions' sheets next year for future repertoires.</p> <p><b>Vicente's biography:</b> Vicente has supplied his updated biography for the programme. It is quite lengthy and can be uploaded in its entirety to the website. For the concert programme there will only be space for very short bios for Vicente and Dominika.</p> | <p><b>JULIE</b></p> <p><b>JULIE SEND TO SUSAN</b></p> |
| <p><b>8.</b></p> | <p><b>Date of next meeting:</b> Sat 10th January 2026, 10.30 - 12.30 (spring term starts on 8th Jan). Venue to be confirmed.</p>   |   |