

SOUTH WEST EARLY MUSIC FORUM

**Agenda for virtual Annual General Meeting
to be held on Saturday 15 July 2023 from 10.30am via Zoom**
Zoom details will be sent out a few days previously

1. Present

2. Apologies

3. Minutes of previous AGM held on 24 September 2022 *accompany this notice*

4. Matters arising

5. Chairman's report

6. Treasurer's report, provisional Accounts and Events Summary.

Copies of Treasurer's report, SWEMF accounts and Event summary accompany this notice.

7. Membership Secretary report

8. Past events (after AGM on 24 September 2022)

8 October Chamber Music Playing Day. Nailsea Methodist Church

19 November Zoom talk by Clare Griffel :

"A Plaine and Easy Introduction ..to the Mathematics of Tuning and temperaments"

4 March. John Bryan. St Mary's Church, Yatton. Byrd

22 April Tim Bayley. St Mark's Methodist Church, Cheltenham. Renaissance Wind

10 June. Ben England. WI Hall, Backwell. Purcell Anthems

9. 2023-2024 events to come

29 July. Peter Leech. St Mary's Church Hall, Glastonbury. Early C18 Roman composers

23 September. Baroque Playing day. Venue tbc

30 Sept Philip Thorby. St Thomas Church, Thorverton. Lambert de Sayve *Missa Dominus Regnavit*

21 October. Peter Syrus. Leckhampton Village Hall, Cheltenham. Schein

4 November. Graham Coatman. Stoke-sub-Hamdon Village Hall, near Yeovil. Gabrieli *et al*

17 February. Anna Stegman. Probably in Thorverton. Recorders

23 March. Tim Bayley. Cheltenham/Gloucester area. Renaissance Winds

20 April. Emma Hornby. Probably Brockley Church, near Nailsea/Bristol. Plainchant

25 May. David Hatcher. Probably Thorverton. Large polyphonic work

22 or 29 June. Graham Coatman. Venue tbc Gombert *et al*.

10. Election of Officers

Currently, these are as below.

Those not retiring are willing to stand.

Graham Coatman	Chair
Jonathan Tribe*	Treasurer (as JT is now a member, no longer "Honorary")
Althea Hamlyn	Secretary
Jenifer Tribe	Membership Secretary
Rick Fitzsimmons	Diary and Web Editor
Heather Gibbard	Somerset representative
Elizabeth Gowers	Dorset representative Retired
Peter Crispin	Cornwall representative

Sonia Jackson Gloucestershire representative Retired
Marilyn Pocock Devon representative

Vacancies Dorset, Gloucestershire and Wiltshire representatives

The committee wishes to propose Ellie Carr*, currently co-opted, to be a member of the committee as News Editor.

Rachel Berger* has offered to be Wiltshire representative

Simon Pickard* has offered to be Gloucestershire representative.

* these people need to be ratified as committee members and Trustees.

For other nominations, please write to secretary@swemf.org.uk to ask for a Nomination Form

11. AOB as notified to Secretary (secretary@swemf.org.uk or 2 Church Lane, Berkeley, GL13 9BN)
in advance of meeting

12. Date of next meeting

SOUTH WEST EARLY MUSIC FORUM

Minutes of virtual Annual General Meeting held on Saturday 24 September 2022 from 2.30pm via Zoom

1. Present Committee members Rick Fitzsimmons, Heather Gibbard, Clare Griffel, Althea Hamlyn, Sonia Jackson, Marilyn Pocock and 7 other members

2. Apologies were received from Peter Crispin, Val Giltrow-Tyler, Debbie Nicholas, Bruce Saunders, Jenny Tribe, Jonathan Tribe.

3. Minutes of previous AGM held on 4 September 2021 were accepted *nem com*

4. Matters arising There were none

5. Chairman's report

Clare said that it was wonderful to be able to report that SWEMF activity is returning to pre-pandemic levels at last! Since the last AGM, we have held seven face-to-face workshops, as well as a number of successful Zoom talks, and while numbers were slow to pick up at first – perhaps because members were still cautious about large gatherings – recent events have been strongly supported.

A number of members have told us that they really value the Zoom meetings, as for various reasons they are unable to get to face-to-face events, and so we have decided to continue occasional Zoom talks, probably every few months. If you have any ideas for topics and/or speakers, please let us know – and I will make an unashamed plug for my own talk in November, about the maths of tuning and temperaments. Nothing too scary, I promise!

We have some exciting events in the pipeline for 2023 – a workshop to celebrate the 400th anniversary of the death of Byrd, and another focused on the Monteverdi Vespers, to name but two. I'm sure that established favourites such as the Chamber Music day and the Renaissance Winds day will also continue.

Once again, any ideas for workshop topics, locations, tutors are very welcome, as are offers to help with organising events. It's difficult to arrange details like venues and catering at a distance, so if you'd like an event in your area, please step forward! There's lots of support available.

We are still in need of a Wiltshire representative on the committee. This is not an onerous role – most of our meetings are now held via Zoom. But it is really useful to have representation from all areas of our large region, so that we can ensure that as far as possible, we have a fair coverage with our events. So if you live in Wiltshire, please think about taking on this position.

We will also be looking for a member to take on the role of looking after our IT – the Website, sending emails to members and so on – as Sara who has done this so effectively for a long time is moving on to run a combined events listing for all the EMFs – an excellent idea, and one which will considerably reduce the work of our IT person. If you have the skills to undertake this role, do consider coming forward – contact Althea in the first instance if you'd like more information.

As you know, I am stepping down from the Chair today after 10 years in the post. It's time for a change – and I don't think my contract ever included seeing SWEMF through a pandemic! I have thoroughly enjoyed my time helping to run this excellent organisation, and I owe an enormous debt of gratitude to our wonderful committee members, who, as I keep telling them, are so sensible and easy to work with (if you'd been on some of the other committees I'm involved with, you would see where I am coming from!). It would be invidious to single anyone out – they have all made my job so much easier. The same goes for all those committee members who have stepped down over the past ten years, some of whom are present at this AGM.

*I'd also like to thank (at the risk of sounding like an Oscar winner) everyone who has helped in any way in organising and running workshops, and indeed all of you wonderful members who have been so supportive even when we were unable to meet in person. Of course I will still be seeing you at all SWEMF events, so this is *au revoir*, not Goodbye! And finally I'd like to thank Graham for being willing to take over the Chair role – as you will have seen, he has form in that respect! I'm sure I am leaving SWEMF in good hands.*

6. Treasurer's report, provisional Accounts and Events Summary.

Jonathan Tribe was absent, but had sent this report

After a second year greatly affected by Covid-19, the accounts look somewhat different.

..Despite the pandemic, membership subscriptions held up.

..Instead of the cancellations in the previous year, a schedule of events was maintained, although most were on Zoom. Inevitably, the number of attendees was reduced, and as a result we made a loss on these.

..Our bank, HSBC, introduced charges for cheques and a fee for the account, from November. For this reason, the reserve account was closed and transferred to the current account, and members have been asked to add 40p to the booking fee if paying by cheque.

..The final result is a small loss, the first for many years. The balance for a small organisation such as this is perfectly satisfactory, but the committee is aware of reducing membership and also inflation, and this will be challenging when planning events in future years.

The balance in the presented 2021-2022 accounts, which were approved by all, was £7929.71.

(For 2020-2021, the balance was £8292.80)

Jonathan had also sent a Summary of the seven Events which showed an overall loss of £71.95.

Jonathan was thanked for his work as Treasurer, and for handling the difficulties with HSBC.

7. Membership Secretary report

Jenny was absent but had written:

"I'm delighted to say that we have a few new members this year, bringing the total number up to 165. There are still 50 unpaid subs for 2022."

It was known that Jenny had been busy chasing up unpaid subs and she was thanked for her work.

There were no questions to either Jonathan or Jenny but if any subsequently, please address them by email to secretary@swemf.org.uk

8a. 2021 events after AGM on 4 September 2021

16 October Peter Syrus: Masses and Motets of Jacob Obrecht; St John's Church, Glastonbury
arranged by Venetia Caine
(postponed from May 22 and June 26 because of Covid restrictions)

Venetia was thanked for her perseverance in this.

8b. 2022 events

There were Zoom talks in January (Julian Perkins) and February (Richard Langham-Smith)

2 April Renaissance Wind Day St Nicholas Church, Cheltenham

6-8 May Bristol Early Music Festival All Saints' Church, Bristol

Programme included a workshop on Saturday 7 May with His Majesty's Sagbutts and Cornetts, sponsored by SWEMF.

Among other events, there were two Recorder workshops on Sunday 8 May with Annabel Knight and a concert by Nova (Director Bruce Saunders) on Saturday 7 May.

There was also a singing workshop on Catches led by Clare Griffel on the Saturday.

21 May Workshop for singers with Angus Smith St Nicholas Church, Cheltenham

Sadly, this was cancelled for lack of support

18 June Repeat of Angus Smith workshop, well attended Thorverton Parish Church, Devon

23 July Workshop with Alison Kinder Turnberrie's Community Centre, Thornbury

3 Sep Workshop for Viols and Voices with Susanna Pell Leckhampton Village Hall, Cheltenham

After lunch, there was a short performance of Pellingham's Sarabande of vocal music by Byrd, arranged for Lute and Viol

Numbers at events were initially unpredictable, but those at Thornbury, for which Clare had circulated local choirs, and Cheltenham, were good, with some people, and several non-members, travelling some distance to attend.

9a. Forthcoming events

8 October Chamber Music Playing Day

Nailsea Methodist Church

Thanks to Heather for finding this "new" venue.

19 November Zoom talk by Clare Griffel :

"A Plaine and Easy Introduction ..to the Mathematics of Tuning and temperaments"

9b.2023 Events being planned

4 March Celebration of Byrd 400th anniversary with John Bryan at Yatton church. Clare organising.

May 6 Parts of Monteverdi Vespers with Philip Thorby at Thorverton Church. Marilyn organising.

May/June? Event with Peter Leech as tutor (early 18th century Roman composers) somewhere in Somerset
Needs an organiser

Gabriel Crouch, Heather's nephew, at Princeton, has not yet responded to a request for a Zoom(?) workshop but Heather will persist and ask her sister for help.

There was a short discussion on the need for help with transport to events.

On event application forms, people were asked if they needed or could provide transport, but there was a problem of knowing the location of suitable pairings. It was pointed out that a full list of members' addresses was on the password-protected part of the website. Would this be used?

Also, access in terms of (eg) stairs was mentioned.

10. Election of Officers

Currently, these are as below.

Clare said that those not retiring are willing to stand.

Clare Griffel

Chair - Retiring

Graham Coatman was proposed as Chair by Althea Hamlyn, seconded by Nina Ayres and elected *nem con*.

Jonathan Tribe

Honorary Treasurer

Althea Hamlyn

Secretary

Jenifer Tribe

Membership Secretary

Rick Fitzsimmons

Diary Editor

Sara Scorey

Web Editor - Retiring (see Item 9)

Heather Gibbard

Somerset representative

Elizabeth Gowers

Dorset representative

Peter Crispin

Cornwall representative

Sonia Jackson

Gloucestershire representative

Marilyn Pocock

Devon representative

Vacant:

Wiltshire representative

Other Officers as listed were accepted by all.

Graham had sent this paragraph of introduction:

"Graham enjoys a varied career as composer, musical director, choral trainer and accompanist/continuo player. Recent appointments include Senior Lecturer at Leeds College of Music, also working at Huddersfield, Leeds Universities, and latterly Bath Spa following his relocation to the south west from Yorkshire for family reasons. His previous tenure as Chair of NEEMF enabled him to found HISS (Historically Informed Summer School). This year the 11th course again welcomed participants from across the UK, and internationally, for the first time, from Israel. Graham is very much looking forward to making early music accessible to new generations, whatever their background, in the south west."

He now added some further points. He explained briefly how his wife's early onset Alzheimer's had resulted in a move from Leeds to the south to be nearer his children (who had attended Bristol University and not returned north) and grandchildren, and what a wrench it had been. Now that his wife had to be in permanent care, he was living in Trowbridge, getting back to work and conducting several choirs and workshops.

He observed that at NEEMF, the practice had been to plan workshops for a whole year in advance. The summer school, HISS, now almost entirely uses an online booking and payments system.

He looked forward to success with SWEMF, as he had with NEEMF, and as Clare had with SWEMF.

11. Changes to website

As Clare said, Sara Scorey has run the SWEMF website very effectively for a number of years and will now relinquish the role as she was setting up an EMF-wide site. She had sent Althea a survey of the website work, which Althea had forwarded to committee members.

Sara identified three areas of work which could be done by a single Web Editor or shared amongst several:

Technical: Systems Administration and Web development

Editorial: Managing and using the content

Facebook: Managing the Facebook page. Graham mentioned that HISS has a Facebook page.

Rick said added to these should be the Management of various Contact Lists for Diary distribution and general communication.

Clare said that Sara also operated the Register list for Zoom meetings; someone needed to do this.

Lindsey Shaw-Miller commented that when she was Diary editor, she emailed information to members. Sara then took this over as a temporary(!) measure and Rick said he didn't realise this when he took over the Diary. He said the Diary was about 50% event listing. From now, these would only be SWEMF events and SouthWest concerts.

It was pointed out that some of the SWEMF demographic don't use/like modern technology and that people like to have "something in hand". Rick said there were 5 members who didn't use email/internet at all.

Graham said that as banks and other organisations move to online business, and make the use of cheques and cash more difficult, the reality was that eventually everyone will book and pay online.

His groups also had had problems with HSBC so the bank account was changed.

Rick offered to oversee the Technical section. Sara had said she would help with this until the end of the year if needed.

Clare subsequently said she would act as Facebook moderator.

The Editorial section will need a minder.

There would have to be committee discussion on these issues.

Venetia Caine commented that the Website was a "fantastic" resource. She suggested a Zoom presentation as a way of publicising it more.

12. AOB

Althea flourished a voucher from the Bristol music shop Opus-13 to be sent to Clare as a small token of the great thanks from all members for all her work, support and leadership over ten years.

13. Date of next meeting

AGM to be arranged for about this time next year.

Committee meeting to be arranged shortly.

Meeting closed, with thanks to Clare for hosting, at 3.50pm

SWEMF accounts for the year 1 April 2022 to 31 March 2023 before final adjustments

RECEIPTS	2022-2023		2021-2022	
	£	£	£	£
membership subscriptions		1127.30		1066.50
events		2612.92		1135.00
bank interest		0.00		0.19
total income		<u>3740.22</u>		<u>2201.69</u>
PAYMENTS				
events	3606.54		2388.71	
newsletter expenses	0.00		0.00	
committee members travel and other exp.	0.00		60.27	
bank charges	96.96		15.80	
web site	47.98		0.00	
insurance (public liability)	80.00		80.00	
gifts	40.00		20.00	
auditor	0.00		0.00	
TOTAL PAYMENTS		<u>3871.48</u>		<u>2564.78</u>
NET -DEFICIT/+SURPLUS FOR THE YEAR		<u>-131.26</u>		<u>-363.09</u>
balance brought forward from previous year		<u>7929.71</u>		<u>8292.80</u>
BALANCE CARRIED FORWARD AT 31.3.2023		<u>7798.45</u>		<u>7929.71</u>

SWEMF Treasurer's Report for 2022-23

The accounts for this year are provisional, as the audit has not yet been completed. However, no significant changes to the statement of accounts are expected.

Subscriptions continued at much the same level as previous years, and have not been effected by the pandemic. Events, on the other hand, had been reduced to zoom meetings, so it was encouraging to be able to run some again. Perhaps because of the pandemic, numbers were down. The tutor's fees and venue costs have risen, so most of the workshops made a loss.

In the past, subscriptions matched the cost of creating and distributing the diary and news letter, while the events were broadly self-funding, though it was an advantage that some more obviously popular workshops could support those that were of more niche interest.

The newsletter is now almost entirely electronic, and the remaining costs are subsidised by the efforts of members of the committee. This is expected to continue.

As in previous years, the overall balance has remained very much the same. This year the subscriptions covered the losses on events. If costs continue to increase, members may like to consider whether they would like to pay more for events, or increase their annual subscription. We would welcome your opinion.

SWEMF EVENTS	DATE	TUTOR		Income	No.	TUTOR	VENUE	Other	total expenses	income - expenses
EV 2201	Renaissance Wind	2/4/2022	Tim Bayley	410	22	£400.00	£150.00	£16.95	£566.95	-£156.55
EV2202	Bristol Early Music Festival	26/2/2022	Sponsorship					£300.00	£300.00	-£300.00
EV2203	Singers Workshop	21/5/2022	Angus Smith	cancelled					£0.00	£0.00
EV2204	Singers Workshop	18/6/2022	Angus Smith	391	21	£425.00	£150.00		£575.00	-£184.12
EV 2205	Singers Workshop	23/7/2022	Ali Kinder	431	23	£350.00	£136.00	£8.90	£494.90	-£64.02
EV 2206	Voices and Viols	3/9/2022	Susanna Pell	383	22	£500.00	£150.00	£35.00	£685.00	-£301.64
EV2207	Baroque Chamber	8/10/2022		233	22		£150.00	£24.27	£174.27	£58.53
EV 2208	Temperament	19/11/2022	Clare Griffel	48					£0.00	£48.00
EV2209	William Byrd	4/3/2023	John Bryan	543	31	£543.30	£140.00	£17.76	£701.06	-£158.26
OVERALL TOTAL				£2,439.12					£3,497.18	-£1,058.06