



Registered charity No.277374

## **NEWSLETTER NOVEMBER 2006**

Now that Workshop has run for 5 sessions I would like to take the opportunity of welcoming back 'old' members as well as those of you who are new to Workshop. We have a membership database of nearly 300 people and the buzz and energy around, even early on a Saturday morning is obviously being generated by many, many people! I hope that everyone has settled in to their various classes and are enjoying the tuition and ensembles offered by our tutors. If there are any problems please don't hesitate to mention them to me, either between 10.15 and 11.30 on a Saturday morning, (I teach sessions 1 and 3) or give me a call on 01480 432956.

### **TUTORS:**

Many of you will know that one of the most special aspects of Workshop is the sheer amount of voluntary, (i.e., unpaid!) time our tutors give to making it such a success. Please look after them by notifying them of absence when known, and obviously practising furiously in between sessions in order to impress them with your commitment, motivation and skill!

### **MANAGERS:**

These are a group of people whose work is a little more 'behind the scene'. They help with essential organisational aspects such as the hiring of instruments, finance, catering and without them, Workshop would undoubtedly not run as smoothly. There are 2 vacancies at the moment on the team of managers. Hazel Smith has taken on the job of being Treasurer for the Workshop Trust, and would like to give up the job of doing the week-by-week accounts of the Workshop activities, which she first took on in 1979 (before she was even married). This is a very rewarding job, which involves taking home the door money, registration cheques, shop takings, and instrument loan payments week-by-week and keeping accounts of them all and banking the money. You would write cheques for shop purchases, hire of the school premises, insurance, instrument repairs, expenses and so on, (which are signed by 2 Managers). In all of this the Managers do most of the hard work, collecting the money in, manning the shop, selling tickets, organising events etc, and we have an experienced and dedicated team that you would be joining. The cashing up takes about an hour or two most Saturday afternoons. If this sounds like something you might be able to take on (a 27-year commitment is not required!) do come and talk to Hazel about it. The other is for a Catering Manager whose role would be to organise the tutor lunches before meetings, co-ordinate the catering for the annual Tutors' Entertainment event, and possibly even keep a tally of the comings and goings of the mince pie industry at Christmas! In other words, a few occasions during the year only, and not an onerous task! Please speak to me if you would like more information or are really excited by this opportunity.

### **DOOR REGISTERS:**

Please ensure that you are conscientious with regards to initialling against your name each week. I'm afraid that a tick won't do for as well as a fire record the register forms part of the audit trail for Gift Aid. Many thanks to all of you who have completed a Gift Aid form, whilst this costs individuals nothing it last year resulted in Workshop being able to claim £1800 back from the Inland Revenue – a not insignificant sum.

### **COFFEE BREAK PERFORMANCES:**

During the coffee break at 11.00 it is not unusual to find one of the ensembles presenting an informal performance of the music on which they have been working. The first to do so this year is the Jazz Band who are playing on 25<sup>th</sup> November. Do come along and support these occasions, coffee and chocolate bar in hand!

### **CAROLS AND MINCE PIES**

The annual Duxford Saturday Workshop Carol Singing this year takes place on 9<sup>th</sup> December when Christmas really is beginning to be just around the corner. All members, their families and friends are most welcome and the singing is followed by mulled wine and mince pies. There is no charge but if you can donate some mince pies, we would be most grateful.

### **DATES FOR YOUR DIARY:**

Workshop Carols	Saturday 9th December 2006	11.30a.m.
Members' Concert (compulsory for all members)	Saturday 24th March 2007	2 p.m.
Tutors' Entertainment	Saturday 5 <sup>th</sup> May 2007	7.30 p.m.

Arwen Gilbert (Director)

[www.duxfordsaturdayworkshop.org.uk](http://www.duxfordsaturdayworkshop.org.uk)

email: [director@duxfordsaturdayworkshop.org.uk](mailto:director@duxfordsaturdayworkshop.org.uk) OR [admin@duxfordsaturdayworkshop.org.uk](mailto:admin@duxfordsaturdayworkshop.org.uk)