

**ILKLEY CHORAL SOCIETY**  
**MEMBER INFORMATION LEAFLET**  
**and**  
**CODE OF CONDUCT**  
**SEPTEMBER 2025**

Ilkley Choral Society is a mixed voice choir of around 70 members, based in Ilkley, and rehearsing at Christchurch, The Grove, Ilkley, on Mondays from 7.30 – 9.30pm. The choir joins with Otley Choral Society to perform 4 concerts in each season. Ilkley Choral takes responsibility for 2 concerts which are performed at St. Margaret's Church, Ilkley, and Otley Choral is the lead for the remaining 2 concerts at Otley Parish Church.

### **Rehearsals**

Each choir rehearses on a different evening, but both under the direction of Music Director, Alex Kyle. Ilkley Choral Society rehearses at Christchurch, The Grove, Ilkley, at 7.30pm on Monday evenings.

Each month ICS holds a Bring and Buy sale at the rehearsal break, and members are asked to contribute in some way to help to support choir finances.

Extra rehearsals take place in the week prior to a concert, when each choir attends both evening rehearsals, ie Ilkley and Otley.

### **Concerts**

Concerts usually take place on Saturday evenings or late afternoon, and members need to obtain their own black music folder. Concert music is usually provided, apart from The Messiah, Watkins Shaw edition, which members need to purchase for their own use at the annual Messiah concert. Very occasionally music is not easily available in bulk so members are expected to print their own copies.

All pencil markings must be erased prior to returning library music, and any lost copies will be charged for.

All members will be handed 2 tickets to sell for each Ilkley concert, and it is extremely important that everyone tries their best to secure a full audience.

The societies occasionally hold additional Saturday rehearsals, and other concerts or events in Ilkley, and members are asked to attend and support these whenever possible. Come and Sing events help to promote the choir and recruitment. Members are asked to support and attend these and are asked to pay 50% of the usual booking fee.

Concert dress:

Ladies: Long black dress or skirt / black trousers  
Black top,  $\frac{3}{4}$  or full sleeve, black jacket if required  
Black shoes / boots  
Small black handbag if required

Men: Black shirt, open neck  
Black trousers and black jacket if needed  
Black socks and shoes

## **Code of Conduct**

### **All members of Ilkley Choral Society are required to:**

- Accept the decisions of the committees regarding both the management of the choir and the programme of music for each concert and each season.
- Aim to sing in every concert.
- Aim to attend all rehearsals prior to each concert.
- Attend the Saturday afternoon rehearsal on concert day. It is also very important that members attend the final Monday or Tuesday evening rehearsal.
- Aim to attend and support other performances ie carol singing, joint concerts with other choirs, Come and Sing events.
- Be punctual in their attendance.
- Sign the rehearsal register.
- Pay full attention during rehearsals, not talking, and marking in directions where advised by the MD.
- Show respect to the MD or visiting MD, and to the accompanist.
- Be inclusive in attitude and show respect and courtesy at all times to other members from either ICS, OCS or guests, regardless of age or ability.
- Refrain from making judgements about the performance of other members, and rely on the judgement of the MD re singing matters.
- Be responsible for distributing flyers and posters for each concert.
- Sell as many tickets to concerts as possible.
- Offer help, support or leadership around the “behind the scenes” jobs that are vital to the organisation of concerts.
- Attend the AGM.
- Maintain the professional image of the choir at all times.

### **Annual membership subscription**

The cost of membership for 2025 – 26 is **£176**. This may be paid:

- annually, £176 due in September 2025
- bi-annually, £88 due in September 2025, and £88 due in January 2026
- by bank standing order, 8 monthly payments of £22 from Sept 2025 to April 2026

**From September 2025, choir members under the age of 18 have free membership.  
Members aged 30 or under receive a 50% discount.**

Bank details are as follows:

Account name: Ilkley Choral Society

Account number: 00014619

Sort code: 405240

If paying online please include your name in the reference.

Annual or bi-annual payments should be made by bank transfer preferably, or by card at rehearsals. As an absolute last resort, cheques/cash can be taken but this should be avoided if possible.

For members participating from September the full amount £176 is due whichever payment method is chosen. On-line payments prior to the start of the season would be welcome and avoid queues at the first rehearsal.

**Please note that membership of Ilkley Choral Society, in line with other clubs and organisations, entails a subscription payment for the whole year, regardless of participation, and only in very exceptional circumstances will this not be the case. Only new members, who join after the recruitment in January, will pay a reduced subscription.**

If any choir members have any difficulty with the amount or the methods of payment, they are welcome to speak to the Treasurer in confidence.

During the season there may be additional guests invited to sing. This may be:

- To promote the choir at the start of a season or half way through
- To include additional singers for the annual Messiah

Guest singers will be invited to attend one or two rehearsals prior to paying for the short term membership.

## **Officers and Trustees**

President	- John Bray
ICS Chair/Secretary	- Sally Sumner <a href="mailto:secretary@ilkleychoral.org.uk">secretary@ilkleychoral.org.uk</a>
Treasurer	- Tom Hanney <a href="mailto:treasurer@ilkleychoral.org.uk">treasurer@ilkleychoral.org.uk</a>
Social media and website	- Penny Coulthard and Janet Wilkes
Publicity	- Rosie Carne
Social and refreshment	- Helen Cobley
Trustee	- Sue Jones
Trustee	- Glynis Wilkinson

The committee members of the choir are required to:

- Undertake their duties diligently on behalf of the choir.
- As early as possible, notify members of all concert and rehearsal dates, times and venues, plus the AGM and social times and dates.
- Listen to and take into account advice and opinions they receive from choir members, and consult the choir or sections of the choir about key issues as they arise.
- Deal with any complaints in a timely manner, following the procedures in the Complaints Policy.

Agreed by Trustees August 2025