

As we look forward to our exciting concert, I have put together some briefing notes pasted below. It's a long read, but please look at it carefully, as it will inform you of all you need to know about what will happen on Saturday 19th March at the URC. Please be in touch if you have further questions.

Many thanks to everyone who is instrumental with the practical preparations for concert day; playing the vital part in setting up the URC prior to the rehearsal and getting everything organised so that when the choir, orchestra and soloists arrive on Saturday afternoon we can focus on the music, our singing and performing!

Audience booking

With just a few days left, please continue to promote our concert as widely as you can. Please let us know about any family, friends, neighbours etc. who will be attending, even if they're going to pay on the door. This will help with record keeping and prevent congestion in the foyer on the night.

Choir guests in the gallery

The front row of audience seats in the church will be removed to accommodate the orchestra and four soloists. The best place in the building to hear and see is the gallery. I know! I watched Messiah from there! Please consider advising your guests to use the seating up there, if they can manage the stairs.

Choir briefing notes for Saturday 19th March 2022

On the day pre-rehearsal preparation notes:

10.30 am approx. I will open the URC for arrival and erection of the staging, arranging of audience seating, prep for serving of refreshments and set up of Front of House reception area.

Stage Manager Jim Sansom and Martyn Key and any other willing volunteers and junior stage hands will put up the staging and set out chairs for the choir. (I will take responsibility for the juniors). Peter Brasier will bring the rostrum and conductor's music stand. Many thanks to all involved here.

1.00 pm Choir assemble at URC, using main hall for coats, bags, packed meal etc, ready for prompt start of rehearsal

1.30 pm Choir with WB & BCR

2.15 pm Break

2.30 pm Choir and orchestra

3.45 pm Break for choir

4.00 pm Choir, soloists and orchestra

5.15 pm Finish for **choir**

6.00 pm Talk at Regal Cinema, Screen 2

Please note:

Refreshments are only being provided for the soloists, orchestra and speakers.

However, self-service drinks and biscuits will be available for choir members.

Please bring your own packed meal or find a snack in town.

The whole of the main hall is available for choir members to relax and eat.

From 6.30 pm Front of House Team, led by Aileen Mortimer, and Ushers.

Anyone willing to offer assistance to Aileen and Peter Mortimer in the foyer please be in touch with Aileen 07972 668180

From 6.45pm Doors open. Front of House team and ushers on duty in the foyer and the church.

At 7.20 Please take up your positions in the corridor ready to enter the church at my signal.

7.30 pm 'House' announcement followed by a minute's silence in solidarity with Ukraine and all victims of war, leading straight into the Mass in D.

8.30 pm approx Concert ends

At the end of the concert, the choir should lead out of the church to the hall after the soloists and orchestra. Members can then return to family and friends and assist with clearing up.

Post concert.

Any assistance from choir members after our performance will be much appreciated. Jim will oversee the dismantling of the stage by volunteers and junior stage hands. It will then be loaded onto car roof racks and returned to Alan Wilcox's house. The choir chairs need to be stacked and returned to the right area and the congregation seating in church reset. The church, foyer, kitchen and main hall need to be restored to how we found them before the rehearsal. Please help if you can.

MANY THANKS TO ALL OUR VOLUNTEERS

All choir members:

Please arrive in good time for our rehearsal, preferably in concert dress with a packed tea for yourself. Hot and cold drinks will be available.

Don't forget your score & black folder.

Any changes made on the day, including staging and choir seating will be arranged according to the Music Director's decisions.

CONCERT DRESS

Ladies: Black long-sleeved top, black trousers or black long skirt, black hosiery, black shoes. Please bring your black folders. Aquamarine silk scarves are provided; please speak to Sue Ireland if you require one.

EXTRA! You are invited/requested to wear green, purple and/or white jewellery in sympathy with Suffragette colours.

Gentlemen: Black long-sleeved shirt, no tie, black trousers, black socks, black shoes. Please bring your black folders.

All: No bags to be carried on stage please, and please refrain from wearing perfume/aftershave as some find it irritates their airways.

Best wishes,

Trisha
Concert Manager