

SUSSEX COUNTY ASSOCIATION OF CHANGE RINGERS

Registered Charity No. 268588

MINUTES OF A MEETING OF THE GENERAL COMMITTEE HELD AT
THE VILLAGE CENTRE, HURSTPIERPOINT ON SATURDAY 5 MARCH 2016 (9.30am)

PRESENT:

Master:	Graham Hills	Central Council Reps:	Margaret Oram
General Secretary:	Marisa Hayes		David Kirkcaldy
Treasurer:	Sue Gadd	District Representatives:	
Trustees:	Val Atkins	(N)	Stephanie & Richard Pendlebury
	Peter Wilkinson		
	Mike Wake	(S)	
BRF Secretary:	David Kirkcaldy	(E)	David Holland
Safeguarding Officer:	Pat Aylward	(W)	Mandie Merlin, Moya Hills

The Master took the chair and members were asked to stand in memory of members who had died: Alison Denley (Turners Hill), Ann Rothon (Salehurst), Colin Nicholson (Bexhill). He also asked that members hold both Andrew Barnsdale and Hilaire Buell (Rogate) in their prayers.

The Master welcomed Mandie Merlin (Western Secretary) as a new member of the committee and introductions were made.

1. Apologies for absence had been received from Mary Burr, Stephen Beckingham, Anne Franklin.

2. Minutes of the meeting held on 14 November 2015: With a couple of minor changes to spellings, these were accepted as a true record.

(a) Matters arising:

(i) The oddstruckness meter is to be stored by the BRF Secretary and towers are welcome to borrow in return for a donation to the BRF.

(ii) StephP reported that the existing display materials appeared very dated and she was working on some new material for the Horsham event. The three Trustees agreed to meet to assess the George Elphick Exhibition with a view to making a recommendation about its future. DavidK suggested the Loughborough Bell Foundry Museum may be interested. **ACTION TRUSTEES**

3. Reports and Updates

Reports had been circulated in advance and committee members invited to comment ahead of accepting them for publication.

(a) **The Training & Recruitment Team** report was accepted. StephenB was no longer representing the East so the group would require a new chair. Each district was able to send representatives to a meeting.

(b) **The Safeguarding report was accepted.** PatA stressed the importance of getting the message out regarding the required Diocese safeguarding training and 3-yearly updates. PatA asked that the latest set of guidelines is circulated to towers with the AGM mailing. She also advised that she would be working on a new SCACR policy to be presented to General Committee. She reported that Alan Baldock is in communication with Chris Mew about the portability of DBS checks. Most of the parishes in the Diocese use the same CCPAS system to carry out and maintain DBS checks. Because most of SCACR-organised events for young ringers are fairly irregular, there appears to be no formal requirement for the organisers to have additional DBS checks. All were reminded that there was a duty to share any concerns with PatA or with their parish safeguarding officer. Whistleblowing should be considered if there were any concerns.

(c) **The Communications** report was accepted with one or two small amendments. Julie McDonnell's next fundraising event is on 25 June and will combine walking the Pilgrims Way, ringing en route to Canterbury Cathedral. She is aiming to develop this into a national campaign and has started communications. All are encouraged to follow on line for updates and to feature in Newsletters. **Action ALL.**

After discussion, it was agreed to keep the Proposed and Seconded on the new member form and to ask for both postal and email addresses – **MAH to update.**

(d) **The Library** report was accepted.

(e) **The Peal** report was accepted with no further comment.

(f) **The District Secretaries** reports had been adopted at the ADMs.

- (g) **The General Secretary's** report was accepted after discussion about the potential of increased bank charges and subsequent change to wording.
- (h) **The Master's** report was accepted.
- (i) **The Treasurer** reported that the accounts were with the auditor. PeterW congratulated SueG on the presentation of such excellent management accounts. MAH remarked that the reduced expenses of Newsletters were a reflection that fewer were generated and mailed in 2015. The following volunteers were noted as Newsletter Editors: N- Katherine Potter , S- Jo Worsley, E – Nick Rees, W – Amanda Rodgers. Each were planning on doing things slightly differently. GrahamH asked that each secretary circulate their planned events to one another to encourage wider attendance. **ACTION SECRETARIES**
RichardP reported that there would be improvements on the new website. RH will be updating the email forwarders but will wait until the new website is running before training new recruits. **ACTION RichardP**
- (j) **RichardP gave a further update on the website**, saying they had managed to move the old site onto a new server (the old hosts had given us 6 weeks' notice to move the site). There are some issues with a 5year old system but he hoped that in 2-3 months there would be good progress on the new website. He offered to continue to work with Matthew Jones and Steph P to get the new site up and running and this was accepted. MarisaH recorded her thanks to Richard and StephP for picking up the website and spending many hours getting it transferred across safely and this was echoed by GrahamH. Steph P remarked that whilst she was able and willing to get the broad content started, if anyone wanted anything specific on the site, they would need to take responsibility for keeping it up to date. *She asked people to think about Content, Purpose, Audience, How quickly it goes out of date or how easy it is to keep up to date.* **ACTION ALL**

4. Sussex Churches Bell Restoration Fund

- (a) The report was accepted and DavidK reported that very little work was anticipated currently.
- (b) The accounts showed a large difference between income and expenditure and the graph indicated the need to increase fundraising. GrahamH gave the example of regular raffles in the West generating £30-40 and encouraged each District to consider more fundraising opportunities. **ACTION SECRETARIES**
- (c) Representatives: N- Terry McGinn, S – Nick Culen, E – Pip Pawley, W – vacancy.
GrahamH also mentioned that Geoff Rix has moved to Devon and at the moment Geoff is liaising with Hugh Pettifer about getting any reports completed as required.

5. Nominations The following nominations had been received at ADMs:

- (a) Master – Graham Hills
- (b) General Secretary – no nominations – **MarisaH to revise and simplify job description** with a view to two people sharing the job. MarisaH reported that with Stephen B and RichardP's help in developing a shared online system for the database the four districts would be able to update their own membership information **ACTION StephenB and Richard P.** MikeW asked that we make it well known that this vacancy existed and not to leave it until May to find a solution. **Action ALL**
- (c) Treasurer – Sue Gadd (d) Safeguarding Officer – Pat Aylward (e) BRF Secretary – David Kirkcaldy
- (f) Trustee – Jack Burton
- (g) There had been no nominations for Vice Presidents or Hon Life Members.
- (h) CCCBR Reps: GrahamH had agreed to stand in for this year to cover the vacancy left by Andrew Barnsdale. There had been the following CCCBR nominations for 2017-2019: West – DavidK and East – Roy Cox. Other nominations for the 3 remaining places would be taken at the AGM and if necessary a vote taken.
- (i) Teams and Leaders. DavidK suggested that after this period of bedding-in it would be wise to review the rules and to assess what was working and what had not taken effect. It was noted that at the moment, members are perhaps willing to do a specific job or to help on their District Committee, they were then persuaded to be a part of one of the teams. MarisaH remarked that the original concept had envisaged a more personal approach, with individual personalities identifying members who were willing and able to contribute a little more to SCACR. She felt that this was an area which had been lost as the rules developed, nevertheless all agreed that a personal approach was the only way to engage with members. MarisaH encouraged the initial focus to be on the teams and for the follow up on the rules to happen after the AGM. DavidK remarked that Sussex was still viewed with interest as an Association trying to move forward and all recognised that progress was being made.

The following team meetings are to be set up:

- 1) Finance Committee (Treasurer, Master, Gen Sec, Trustees, District Secretaries and BRF Sec) – Tuesday 22 March – details to follow.
- 2) Communications Team (Master, Treasurer, Gen Sec, District Secretaries and/ or volunteers and Soundbow Ed) MarisaH to convene during April – possibly at Hurst church room, Penfold Hall in Steyning or other central venue. **Date subsequently confirmed as Thursday 7 April venue TBC.**

- 3) Training & Recruitment Team (Master, Treasurer, District Secretaries and/or volunteers) **MarisaH to liaise with StephenB about taking this forward. A more central venue was requested.**
- 4) Admin, Records and Library (Gen Sec, Treasurer, District Secretaries, Librarian and Peal Secretary) SueG suggested that by meeting in future, the work of the Gen Sec can be shared out and planned – for example the large mailings to members and the annual report preparation. **To be picked up by members after AGM.**

6. Future Events

Horsham Festival of Bells - plans were coming along well for 9 April. Volunteers still needed for various activities and an email due to come out to members. A full update is attached.

AGM Saturday 14 May– Ste pH reported that Cuckfield and Balcombe would be open in the morning, ringing from 11.00 and a service at Ardingly 12-12.30, ploughman's lunch followed by meeting at 1.30pm. The Ardingly ringers would welcome some help with food.

Bell Maintenance Awareness workshop – Saturday 7 May at Southover – a few places available – contact DavidK.

7. Any Other Business

- (a) CCCBR: At the request of the Southern District Meeting, the subject of Sussex representation was raised and I paraphrase: “Did Sussex need 5 reps as well as those co-opted / hon members who also live in Sussex; does the Association get value from 5 reps?”

DavidK who sits on the CCCBR Admin Committee responded that the CC is aware of a need to reform, to make the annual meeting more relevant. Sussex is not alone in questioning the size of the CCCBR. Rather than look at widespread reform the CC is to focus on the future of ringing through its committees. After much discussion it was agreed that Sussex did not need to make any special representation to the CCCBR ahead of the Annual Meeting but it would be helpful to look more carefully at what SCACR wants from its Representatives and to encourage the change.

- (b) Quarter Peal Week has coincided in recent years with the SCACR Anniversary, however it was suggested that the February holiday may be a better time to involve more young ringers. **All agreed this to be explored.** (by the communications team?).
- (c) SueG suggested adding another signatory to the account with the BRF Secretary. All agreed to put this a resolution at the AGM when a number of changes to signatories would be recorded. **Action SueG / MarisaH**
- (d) PatA reported that a revised SCACR safeguarding policy would be produced for the November meeting.
- (e) DavidK followed up on the suggestion to review the rules: **DavidK, ValA and StephP** volunteered to work on this. MarisaH suggested leaving it until after the AGM.
- (f) MargaretO requested any additional requests for the bookstall, especially CCCBR books as there is a discount in March.

With there being no further business, the meeting closed at 12.50.