



**MINUTES of the General Committee Meeting held at Madginford Hall, Bearsted on
Saturday 27th April 2019 10.00 – 13:30**

MEMBERS PRESENT:-

Association Chairman	PB	Phillip Barnes	Central Council Rep 2	CL	Catherine Lewis
General Secretary (Sub)	MF	Margaret Funnell	Canterbury District Rep.	BD J	Brenda Davies
Training Officer & Maidstone District Rep	DG	David Grimwood	Lewisham District Rep.	NS	Natalie Slator
Youth Officer	JT	Jen Thomas	Rochester District Rep. (Sub)	FH	Florence Hamp
Central Council Rep 1	DG	Doug Davis	Tonbridge District Rep.	LN	Louise Nightingale

IN ATTENDANCE

Safeguarding Officer	EJ	Emma Jarvis
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2019/04/01 **Apologies for Absence and Substitutions** – Peter Sims (Health & Safety), Sue Bassett (General Secretary substituted by Margaret Funnell), Maureen Poole (Treasurer and Ashford District Rep.), Richard Bushell (Rochester District Rep., substituted by Florence Hamp), Brian Butcher (Bell Restoration Officer) and Caroline Stockmann (Central Council Rep. and Publicity Officer).

2019/04/02 **Minutes of meeting held on 23rd February 2019** were approved saved for adding the word 'possibly' in line 22 after the word 'could' in Item 2019/02/05 and signed. *Thanks were given to Cathy Cheeseman for her work over the last year and at the AGM*

2019/04/03 **Matters arising from previous minutes** **ACTION BY**

2019/04/03.1 No matters were raised (other than those on the Agenda as follow).

2019/04/03.2 Matters ongoing brought forward for feedback or action from 2019/02/03.2 – Membership communications sub-group – DD advised he had purchased the software and handed out a draft of the proposed database that will be available to be used shortly. This gives details of the type of membership, the entitlements and the form for adding a new member. It was suggested that we should include a link to the KCA data protection policy explaining why we need members' details and how these would be used. Access will be available to District Secretaries, Handbook Editor and other officers that will be agreed in due course. FH enquired if there was a back up and DD advised that this is held in Microsoft cloud 2018/11/06 – Internal Public Relations exercise – Meeting still to be arranged between PB and CS. DD to amend details and report back to next meeting
PB and CS to arrange meeting

2019/04/04 **Draft Minutes of AGM held on 22nd April 2019** – MF advised that the last line of Item 6 should read 'had a budget of £2,500'. The subscription allocation to General Fund should be for 2019, MF had said the wrong year at the AGM. JT advised that line 3 of 10.8 should read '43 ringers attended at least one event in year'. It was agreed that a letter to be sent to the Districts in respect of the change to the subscriptions rule which took effect immediately (i.e. as from 4.00 p.m. on 22nd April 2019): no new Life membership could be effected and any new members over 65 but under 80 pay full rate. New subs rate of £15 is from 1st January 2020 with non-resident life members new rate being 75% of this i.e. £11.25. Those previous receiving free membership due to 25 years membership and being **PB and SB to draft and send out letters
SB amend draft
DD to put on website**

over 65 years old will have to pay a normal subscription until they reach 80 years old.

2019/04/05

Kent Mobile Ring (KMR) – PB enquired from CL how she felt the discussion had gone at the AGM and both agreed that it had not received a strong endorsement due to many people not voting either way. PB said we do not want this to be a “botched job”, a white elephant or a drain on the Association funds. The meeting felt that a detailed analysis as to who is to do what, a clear view of ongoing costs, a project plan, capital costs and diagram of proposed project. DG said a leaflet was required giving all the information in order that people could be approached for funds. PB advised that in addition to a project leader we required a project manager, a team and a plan and we need to over specify what we need for fund raising. DG said he would be happy to work on this and get the project off the ground. Concern was raised by FH as to how this could be used for training as surely a simulator would be more useful and NS felt that some people would not be capable of erecting or towing the completed project. DD advised that the idea was for erection of the ring to be almost fully automated. CL added that the specification was to have the bells capable of being rung in normal two-handed fashion rather than like many mini-rings. BD advised that Alan Chandler had compiled details in relation to towing and gave these to DD. PB advised that while the General Committee needs to retain oversight of project, the sub-committee should meet at least once a month and discipline needed to focus and idea of costs required. CL said we need to speak to Matthew Higby to get a detailed plan for the project but felt that he would need money up front before giving detailed plans. PB suggested we ask him how much he would charge to give us a detailed outline of project. PB proposed that DD or CL approach Matthew Higby to ask for a spec and detailed drawings, expenditure to be up to £1500 to be agreed by Chairman and Treasurer. All agreed. PB next step was an outline project plan with sufficient clarity that it could be used to sell the project to other. This to be completed by end of June and circulated to committee via GenSec. DD asked for confirmation of Finance available. £5000 had been agreed but so far £1902 expended on trailer and now a maximum of £1500 agreed. In relation to banking required it was agreed to defer this until plan produced. MF said money should be kept in a separate Association (not personal) account and advised that at present the Association has 2 accounts that are not being used. PB confirmed monies raised would need to be refunded if the project does not proceed.

CL, DD and DG to
arrange a
meeting to move
the project
forward

CL or DD to
phone Matthew
Higby

2019/04/06

Treasurer’s Report – MF advised current funds and at present all accounts are healthy

2019/04/07

Officers’ Reports

2019/04/07.1

Training – DG advised difficulty filling places for Training Courses. He has difficulty targeting people as he does not have email addresses. The safeguarding training in the Canterbury diocese has 20 applicants for the May training but there are only a few for the September event. He advised he uses the ART Courses as they are well structured. PB said we need to generate interest in the Districts. Each district needs leadership focused on ringing and training. LN felt we need to focus on actual ringing but also have training on other matters like bell maintenance and running practices.

PB and DG to try
and progress
encouragement
of ringing

2019/04/07.2

Youth – JT advised that train tickets and accommodation booked for Liverpool and the youngsters now need to fine tune for the event. She is running a mini-ringers morning at East Farleigh on 11 May for primary school age ringers. Although some of the older ringers will soon be leaving there are many 15/16 years coming up to take over. DG said should we have something for the youngsters to do once they reach 25. EJ advised that those who have been with the KYR are already motivated and make

their own arrangements. DD suggested we should try and recruit via Scouts/Guides etc. PB said we need to see what we can do to nurture young ringers in the future.

- 2019/04/07.3 Central Council Representatives – AGM 7th September 2019 at Goldsmiths, New Cross, London SE14 6NW. At least one new CC rep will be needed for 2020 and PB said that skills needed to be one on the new style CC are the ability to scrutinise what the executive and workgroups have done and hold to account
- 2019/04/07.4 Bell Restoration – Brian Butcher advised by email there was nothing further to report.
- 2019/04/07.5 Publicity – Caroline Stockmann advised by email there was nothing further to report. PB advised that if we know anyone with an interest in communications and PR who could help raise the profile of ringing in Kent we should cultivate them. JT enquired if we should always go through CS in relation to dealing with the media etc. and meeting felt that it depended on the situation.
- 2019/04/07.6 Handbook – PB stated that the Handbook was much thicker due to better paper. He also advised that there was a query at the AGM re missing members and it was stated that the entries have been taken from the Database.
- 2019/04/07.7 Safeguarding - EJ advised she is having a meeting with Nigel Spencer next week.
- 2019/04/08 **BRF Grant applications** – None received to date. LN advised that the 6th bell at Penshurst has a cracked headstock and the PCC did not wish to raise money at present as they have other projects in hand. Chris Mundy had offered to arrange for the work at a cost of approx. £5000. The church is now looking to see if this can go ahead because there are numerous weddings this year. It needs to be checked that the church has the necessary insurance in place for work to be done.
- 2019/04/09 **Specific Matters**
- 2019/04/09.1 Insurance policies – With regard to our PL policy the current insurers had declined to renew our policy to cover Officers doing work for the Association probably due to the number of extension requested for the BRF team. A new quote has been received from Ecclesiastical which will cover simple bell maintenance at a cost of less than the previous policy. PB proposed we should accept the new quote. All agreed nem con. MF advised the PA policy has been renewed. SB to take out new policy
- 2019/04/09.2 Salient points and/or publication of minutes – Members discussed this and felt that Salient points are required but to be short and to the point. It was stated that the Minutes should not be published on the Web until they have been approved.
- 2019/04/09.3 Finance Group – Draft Budget Guidelines for Training attached. Meeting still to be arranged PB arrange date
- 2019/04/09.4 Bookstall Report – CL said she felt the Bookstall was still needed. PB stated that financial transparency was required – there is a significant value tied up in stock. LN said we should only keep few examples of stock and direct people to the CC or ART sites etc. Some of the current books were out of date and should not still be being sold. FH suggested should only keep stock of items requested on a regular basis. DD proposed and DG seconded that we close all bookstalls and just have examples or a catalogue available. CL to do stock take Districts to advise of stock

Vote taken 5 for, 2 Against and 3 Abstentions. Motion carried. PB said we could offer a central ordering service. Bookstall Reps and District Secretaries to be advised. Need to have comprehensive stock take with a plan to wind down the bookstalls.

- 2019/04/10 **Striking Competitions**
- 2019/04/10.1 Association 8-bell Competition – 29/06/2019 - Rochester District – Tunstall. Plain Course of Turramurra Surprise. Judges: Ann & John White (St Paul’s Cathedral).
- 2019/04/10.2 Essex Trophy 2019 – 14/09/2019 – Christchurch, Southgate, Stedman Caters. PB to organise the band from volunteers & 10-bell practice attendees. PB to organise the band.
- 2019/04/10.3 Association 6-bell Competition – 28/09/2019 – Seal (Tonbridge District). 9.45 am start. PB to find judges
- 2019/04/10.4 Essex Trophy 2020 – 12/09/2020 - Kent to host – Ashford confirmed. Suggest method to be a plain course of Swindon S Royal.
- 2019/04/10.5 Association 8-Bell Competition 2020 – 20/06/2020 - Tonbridge District. Draw at 09:45.
- 2019/04/11 **Forthcoming Events**
- 2019/04/11.1 Outing to Ypres – Rochester District 15/06/2019
- 2019/04/11.2 AGM 2021 in the Maidstone District date to be agreed.
- 2019/04/12 **Any Other Business**
- 2019/04/12.1 Developing a strategic approach to recruitment, retention and development of ringers at area level – Discussed under Training
- 2019/04/12.2 The date of next meeting was discussed and it was clear that many of those present would not be able to attend. It was agreed that PB would circulate members to see if an alternative date might be more suitable. PB to circulate committee re date
- 2019/04/13 **Dates of 2019 meetings** – Next meeting to be advised and 30/11/2019 at Madginford Hall, Egremont Road, Bearsted, Maidstone, Kent, ME15 8LH

SIGNED as a true record byPhilip Barnes.....

DATE.....03/08/2019.....