



MINUTES of the General Committee Meeting held at Downswood Community Centre, ME15 8XG  
and online via Zoom link for remote participation by those indicated with (Z)  
Saturday 25<sup>th</sup> February 2023 10:00-12:00

COMMITTEE MEMBERS PRESENT 10:-

Association Chairman	NJ	Neil Jones			
General Secretary	SB	Susan Bassett (Z)	CC Rep.	DD	Doug Davis
Treasurer	PJ	Peter Joyce	<u>District Reps.</u>		
Training Officer	RC	Rupert Cheeseman	Ashford	EN	Edward Neate
Youth Officer & CC Rep.	JT	Jen Thomas (Z)	Canterbury	MB	Malcolm Barden
Bell Restoration Officer	BB	Brian Butcher	Lewisham	DS	Debra Say
CC Rep.	PB	Phil Barnes	Maidstone	DD	Doug Davis
CC Rep.	CS	Caroline Stockmann	Rochester	AG	Alison Gerrish
CC Rep.	DL	Dickon Love (Z)	Tonbridge	SN	Steve Newland

ALSO IN ATTENDANCE 1:-

Handbook Editor	DD	Doug Davis	Quarter Peal Secretary	AL	Anthony Leeves
Health & Safety Officer	BW	Becky Winter	Publicity Officer		VACANT
Librarian	PR	Philippa Rooke	Safeguarding Officer	EJ	Emma Jarvis (Z)
Peal Secretary	PB	Phil Barnes	Webmaster	DD	Doug Davis

**ACTION**

2023/02/1 **Welcome, Apologies for Absence and Substitutions** – Chairman NJ welcomed all to the meeting. Apologies were noted from Training Officer RC, CC Rep & Peal Sec. PB, CC Rep CS, Ashford Rep EN, Tonbridge Rep SN and Librarian PJ.

2023/02/2 **Minutes of meeting held on 26<sup>th</sup> November 2022** – The Minutes were approved nem con and signed by the Chairman.

2023/02/3 **Matters arising**

2023/02/3.1 2022/11/3.1 eBells Loan Scheme Video – No progress. PB

2023/02/3.2 2022/11/3.2 Madams Court Mini-Ring/Kent Mini-Ring – Noted two insurance quotes and agreed to accept the Ecclesiastical quote at £93.24 p.a. with the remainder of the year to renewal on 1<sup>st</sup> May 2023 free of charge. Martin Hooker is making progress to adapt the trailer to transport the mini-ring.

2023/02/4 **Safeguarding Updates** – NJ confirmed that this item is to enable any District representatives to notify any Safeguarding issues that they are aware of (no names to be mentioned). No issues were brought to the attention of the General Committee. Safeguarding Officer EJ commented that some towers had requested confirmation that they were doing things correctly in their own towers, but no new safeguarding issues had been raised.

2023/02/5	<b>Finance &amp; Grant applications</b>	
2023/02/5.1	<u>Treasurer's report</u> – The Accounts for 2022 had been signed off by the Auditor, Stephen Marsh. The Treasurer PJ would be interested to hear if there is any better way to present the accounts in future. PayPal transactions are now shown as separate transactions. A sum of £200 compensation was received from NatWest following PJ's complaint at the length of time it took to change the account signatories. Also following the cancellation of a Young Ringers' Competition in 2020 two participants did not want a refund but requested it be put towards a support fund for KYR. The Auditor had mentioned that the three separate funds/accounts could be amalgamated into one account with separate budget/accounting heads, but PJ considered the current arrangement gave him greater clarity.	
2023/02/5.2	<u>BRF Investment Account</u> – The Treasurer PJ commented that more than £85,000 is being held with the CBF so we do need to consider spreading investments to ensure funds are protected. Research & recommendations on this ought to be progressed and PB had circulated written information about what the Oxford Diocesan Guild are doing. PJ commented that Skipton Building Society runs a Groups & Charities Account at 3%. PJ agreed to bring some recommendations to the next meeting for consideration.	PJ
2023/02/5.3	<u>Brian Law Bequest</u> - The bequest had not yet been received but was expected to be in the region of £3-4K. No specific request had been made for the funds other than to go to the KCACR. Brian Law had been a member of the Canterbury District and some considered it should be spent there, perhaps on a Bell Restoration Project. Agreed to wait until amount is known.	
2023/02/5.4	<u>BRF Charity Objects proposed amendments</u> – SB advised and all agreed that the proposed amendments agreed at the November meeting (2022/11/5.3) could be considered at an EGM held prior to the April 2023 AGM, rather than waiting a full year to the AGM 2024 after having given notice to Districts in September 2023. In such case, provided 50% of the General Committee agreed, the amendments could be considered by the membership this year. All agreed this would be the best way forward and as more than 50% of the General Committee were present at this meeting, SB could give Notice in accordance with Clause 8 of the Bell Restoration Fund Rules and Clause 6(iii) of the Rules of the Association to hold an EGM prior to the AGM 2023.	SB
2023/02/5.5	<u>BRF Grant Applications</u> – BB reported that the project at Tonbridge had now been reduced to under £10k and recommended a grant of £2K. Bethersden had received its faculty so this project would progress shortly. Broomfield was putting together a project to raise the ringing floor above the porch. Whilst they had sufficient funds to achieve this, BB would like to offer a grant of £500 to enable technical advice and drawings to be obtained. Improvements to the rope circle might also be achieved. No other applications had been received.	
2023/02/6	<b>Feedback from Events</b> <u>Kent Young Ringers Striking Competition</u> – 18/02/2023 at Stansted. NJ reported that all six Districts were represented although Maidstone and Tonbridge had a combined band. Some bands had more experienced over 18s competing against bands with younger ringers who had never entered the competition before. It was an incredibly close-run event and the judges' comments, Andrew Alford and Harry Bickers (former young ringers from the Sussex Association) were extremely supportive. Rochester 91%, Seecon Band 90%, Ashford 89%, Canterbury 87% and joint Maidstone/Tonbridge 75%. Thanks were expressed to Stansted for hosting the competition and to JT for working behind the scenes to create a very vibrant, happy KYR event.	

2023/02/7	<p><b>Association Archive</b> – The Librarian’s Report was noted and discussions ensued. SB raised the idea of putting the Brian Law Bequest towards establishing a permanent, central in Kent location for the archive, perhaps in a large tower/cathedral and recommended that PR be reimbursed for the current temporary storage costs of £9 p.w. BB commented that some Bell Maintenance “stuff” is currently stored at Leeds Parish Church which may be easier to access than a cathedral, or perhaps Milton Regis? There was general support for establishing a permanent “home” for the archive and this would need to be led by PR who had the knowledge about requirements for an archive. Meanwhile all agreed she should be reimbursed for the temporary storage costs. DL offered to investigate Bromley Parish Church Tower which had dry space, amenable church authorities and was closer to PR where a suitable cabinet could be installed.</p>	PR & DL
2023/02/8	<b>Training</b>	
2023/02/8.1	<p><u>Training Plans</u> – RC had submitted a report late last night, paper copies of which were handed round the meeting room. DD highlighted that an ART M1 course had not yet been arranged (long waiting list), enquiries about the “Ring for the King” had been fielded alongside queries about the details for the Call Change/Change Ringing competitions. BB had agreed to run a Bell Maintenance Course. NJ had discussed in January with RC about organising (Association-wide) weekend training events (some districts already provided such opportunities), particularly aimed at less experienced ringers in the basic methods. MB expressed support for mixing districts and injecting energy into more intensive training, particularly for new ringers coming through into doubles and minor.</p>	RC
2023/02/8.2	<p><u>Training Teachers of new ringers</u> – NJ commented that this area needs to be revisited and progressed when more ringers have done the ART M1 course. SB commented that she and Chris Bassett were ART M1 Assessors. After doing an M1 course (anywhere in the Country not just Kent) they can check standards to enable assessed ART Teachers to award Certificates to their ringers. ART Teachers can be found by people wishing to learn to ring and so find a trained teacher more easily through the Central Council and ART Websites (currently there are very few ART Teachers in Kent).</p>	
2023/02/9	<b>Annual Reviews</b> of policies, rules and guidelines	
2023/02/9.1	<u>Health &amp; Safety Policy</u> – Noted and agreed that no changes were needed.	
2023/02/9.2	<u>Tower Risk Assessment</u> – Noted and agreed that no changes were needed.	
2023/02/9.3	<u>Generic Risk Assessment for KCACR Ringing Events</u> – Noted and agreed that no changes were needed.	
2023/02/9.4	<u>Volunteer Complaint and Grievance procedure</u> – As SB had been unclear from the meeting recording exactly how this document should be amended, the matter was deferred to the next meeting.	
2023/02/9.5	<u>Young Ringers’ Inter-District striking competition</u> - Noted and agreed that no changes were needed.	
2023/02/9.6	<u>Inter-District 8-bell striking competition</u> - Noted and agreed that no changes were needed.	
2023/02/9.7	<u>Association 6-bell striking competitions</u> – After discussion about Clause 3, it was agreed to delete the words “regular Sunday service ringers” and replace with “ring regularly”. Clause 3 in future to read:- The ringers taking part shall be members of the Kent County Association of Change Ringers and ring regularly at the tower they represent.	
2023/02/9.8	<u>KYR Fund Guidelines</u> - Noted and agreed that no changes were needed.	
2023/02/9.9	<u>Training Fund Guidelines</u> - Noted and agreed that no changes were needed.	

2023/02/9.10	<u>BRF Grant Application Guidelines</u> - Noted and agreed that no changes were needed.	
2023/02/9.11	<u>120 Club Guidelines</u> – Due to queries over what to do with a deceased Shareholder’s draw winnings last year, Lewisham District had discussed and implemented changes to their application form to include an expression of wishes in case the shareholder died during the 120 Club year. Discussion ensued as to whether this Contract Law would over-ride Probate Law and the advice of Margaret Funnell would be sought. Meanwhile, all Districts should be advised that changes to the Association 120 Club Guidelines will be deferred to next April committee meeting.	SB & MF
2023/02/9.12	<u>Expenses Policy</u> – Noted that the finalised version agreed November 2022 had been posted on the Website.	
2023/02/10	<b>Forthcoming Events</b>	
2023/02/10.1	<u>Commonwealth Charter 10<sup>th</sup> Anniversary</u> – The “National Ring of Queens” was noted at 8pm on 13/03/2023. Link for details was on the CCBR Website.	
2023/02/10.2	<u>SEECON</u> – 01/04/2023 at Caterham. A KYR team would be taking part amongst 7 associations.	JT
2023/02/10.3	<u>AGM Easter Monday 2023</u> – 10/04/2023 Confirmed that Wrotham would be the host venue with additional towers leading to and from before and after the meeting. Similar format to AGM 2022 with attendees invited to bring their own picnic lunch. Full details to be advised shortly. Nomination Forms to be circulated for Committee posts with a vacancy for General Secretary to fill as SB would like to stand down after 5 years in post.	SB
2023/02/10.4	<u>Festival of Ringing &amp; Association 8-bell Striking competition</u> – 17/06/2023 Lympne Castle had recently changed ownership and the church with parking was yet to be confirmed. Full details would be available and circulated once everything had been settled. SB had engaged judges. The competition method would be 224 changes of St. Clements Bob Major. WHWH.	BB
2023/02/10.5	<u>RWNYC</u> -08/07/2023 in York. One night’s accommodation is booked and the team is under review. JT is trying to reassure and encourage parents to support their young ringers’ attendance.	JT
2023/02/10.6	<u>Central Council AGM &amp; Roadshow 2023</u> -02/09/2023 in Ipswich. Delegates had discussed with the Treasurer about flexibility within the Expenses Policy where staying overnight would be more cost-effective than driving back and forth on consecutive days. A common sense approach would be taken.	
2023/02/10.7	<u>Essex Trophy 2023</u> – 09/09/2023 St. Mary, Walthamstow (tbc). 09:45 draw. Grandsire Caters 2-3 courses. DD to organise the band in due course.	DD
2023/02/10.8	<u>Association 6-bell competitions</u> – 30/09/2023 Canterbury District. The Method competition is in place but there was lots of feedback from Districts who had the same concerns as the committee regarding entry requirements and the purpose of holding an Association Call Change Competition. NJ agreed it is a thorny issue and there’s little appetite for a more “elite” competition or to move away from the District Call Change Competitions. Some bands were not prepared to travel long distances to an Association Call Change Competition. JT suggested and all agreed that this year’s call change competition would be open to any member who wished to take part. Further agreed that Clauses 1-4 of the Call Change Competition Rules would be suspended this year with a maximum of 10 teams taking part. NJ confirmed that the Method competition would be held in the morning with District Bands, and the afternoon being an open call change competition.	MB SB DD
2023/02/10.9	<u>Choral Evensong</u> – Date confirmed as 19 <sup>th</sup> November 2023 Rochester Cathedral. District Reps. were requested to publicise this widely to encourage good attendance.	

- 2023/02/10.10 Coronation 06/05/2023 – Agreed to link from KCACR website to Bell Board to record which towers had engaged in special ringing for this event. DD
- 2023/02/11 **Reports**
- 2023/02/11.1 Youth Officer – JT’s report to be circulated. Meanwhile she commented that at total of 29 youngsters attended in the last quarter and ringing from rounds through to Triples and Surprise Minor had been achieved with a little adult help. First Quarter Peals had been achieved in ringing and conducting. A mini-ringers’ band had rung for their School Carol Service and were now ringing for Sunday Service. The KYR District Competition had been earlier reported at item 2023/02/6.
- 2023/02/11.2 Bell Restoration Officer –BB commented that the Marden project is ongoing.
- 2023/02/12 **Any Other Business**
- 2023/02/12.1 Mailchimp – DD reported that Mailchimp currently hosts our webmail on a free plan. It’s now changed such that with over 500 members KCACR needs to pay over £300 p.a. to continue using it. Currently it’s linked to our membership database which isn’t the easiest to use or to develop further. DD is thinking about moving to Member Mojo which Sussex and Surrey are using and offers a full membership and email facility. No fees are charged except PayPal but DD is looking to work towards this system, which appears to be more robust and simple to use. NJ agreed we need to move to a more resilient system. PJ also mentioned that a Membership Secretary would be useful to support the Treasurer. DD
- 2023/02/12.2 Donations – PJ reported that over £1K has been received from the Cinque Ports Ringing Association (together with some Steve Colman Ringing Books which could be used as Prizes to Young Ringers) and another donation of £300 from an individual. Thanks were expressed for the generosity of the donors.
- 2023/02/13 **Date of next meeting** – 29 April 2023. Agreed to hold the next meeting in person with video Conference facility via Zoom. Proposed following meeting dates:- 29/07/2023, 25/11/2023, 24/02/2024, 28/04/2024.

The meeting closed at 12:00

SIGNED as a true record by .....on 29<sup>th</sup> April 2023  
Neil Jones, Chairman to KCACR