



MINUTES of the General Committee Meeting held in Headcorn Village Hall, Church Lane, Headcorn, Ashford TN27 9NR on Saturday 30th November 2024, 10:05-12:25

COMMITTEE MEMBERS PRESENT: 14 (*including 5 online shown in italics*).

(Members shown in grey were either not present or attending but representing more than one post)

Chairman	NJ	Neil Jones	<u>District Reps.</u>		
General Secretary	JP	<i>Joanne Pohl</i>	Ashford	BB	Brian Butcher
Treasurer	PJ	Peter Joyce	Canterbury	MB	<i>Malcolm Barden</i>
Training Officer	SB	Susan Bassett	<i>Lewisham</i>	PN	<i>Peter Norwood</i> Svetlana Sokolova
Youth Officer	JT	<i>Jen Thomas</i>	Maidstone	DD	Doug Davis
Bell Restoration Officer	BB	Brian Butcher	Rochester	SF /	Steve Fitton
				AG	Alison Gerrish
CC Rep.	CS	<i>Alexander Runting</i>	Tonbridge	TW1	Caroline Levy Cooper Tessa Worthington
CC Rep.	AR	<i>Stephanie Runting</i>			
CC Rep.	NJ	Neil Jones			

ALSO IN ATTENDANCE: 1

Handbook Editor	DD	Doug Davis	Quarter Peal Secretary	AL	Anthony Leeves
Health & Safety Officer	BW	Becky Winter	Publicity Officer	TW2	Tom Winter
Librarian	PR	Philippa Rooke	Safeguarding Officer	EJ	Emma Jarvis
Peal Secretary	PB	Phil Barnes	Webmaster	DD	Doug Davis

- 1 **Welcome, Apologies for Absence and any substitutions** – Chairman NJ welcomed all to the meeting and apologies were noted from:
 - Sue Bassett (Training Officer)
 - Doug Davis (Maidstone Rep, Membership Secretary Handbook Editor and Webmaster)

ACTION

- 2 **Minutes of meeting held on 27th July 2024** – The [draft Minutes](#) had been circulated and were agreed by those present. The Minutes were signed by the Chairman. JP

- 3 **Matters arising**
 - 3.1 2024/02/3.5 Charity Objects
 - a) Charity Commission still won't accept our change to our Charity Objects – weren't happy with us taking the word 'religion' out. PJ and NJ are doing research.
 - b) The Lincoln Diocesan Guild and the Mobile Belfries Trust are separate organisations that happen to have very similarly worded "objects" that do not mention religion but that emphasise education and service to the community instead. The objects have been approved by the Charity Commission.
 - c) But we don't want to lose out on corporate funding due to link to religion. PJ & NJ
 - d) PJ and NJ to look at new wording.

e) Will have to go through an EGM after 1 September.

4 Safeguarding Updates & GDPR – EJ updated the committee on a few items:

4.1 Safeguarding training: Ruth Campbell, Rochester Diocesan training advisor suggested we provide face-to-face Basic Awareness and Foundation courses to ringers.

a) Have set one up for 18 January at Hadlow (Tonbridge District). This will be group training, to be overseen mainly by Ruth, with Emma and Neil supporting the delivery of both sessions. Individual certificates can be provided.

b) Issue raised by MB: Canterbury District queried whether attendees on the course would receive a relevant individual certificate that would allow attendees to progress on to Leadership Training. Previously, Canterbury Diocesan Safeguarding Team have not accepted certificates issued at group training as they were not obtained via the online courses and the safeguarding portal. Rochester Diocese does not use the portal. EJ reported that this matter had been raised with both the Canterbury and Rochester Diocesan Safeguarding Trainers and that it should be possible for a workaround. EJ to confirm with Trainers and report to MB.

EJ

c) Numbers so far:

a. Basic Awareness (morning) – 7 booked

b. Foundation course (afternoon) – 6 booked

d) JP had already shared with District Secretaries – will send a reminder.

JP

e) JP recommended EJ arrange for the notice (inviting people to sign up for the training) to go onto the FB group and the website, to be captured in the weekly website digest. NJ to post.

EJ

4.2 Draft Use of Social Media Policy – had been circulated

a) EJ has developed a policy for us as a General Committee – to set an example. It has also gone to the CCCBR, to be used as a template that other Associations and Guilds could use. Central Council is also developing a draft social media policy, which can be used in towers/districts.

b) The draft policy was based on a policy created by Ruth Campbell, adjusted for the purposes of the KCACR.

c) NJ said a lot of organisations, whether voluntary or not, need to be aware of social media and have policies. NJ agreed the draft policy covers our purposes.

d) NJ commented that some members may not agree with having such a policy in place, but having it in place ensures that KCACR membership is regarded in a positive light, if/should one member were to abuse social media. General Committee will need to agree this policy, too. NJ invited comments.

e) MB queried whether the policy related only to communications about KCACR: NJ and EJ confirmed yes. MB had a concern about random people 'getting in' to KCACR closed (member-only) FB groups.

f) MB queried how to approach posts made by members in a personal capacity – or posts that get 'hijacked' by others in comments. NJ said personal posts are down to the individual, and we do not have the right to manage/influence those.

g) PJ made a comment on language – 'policing' would not go down well.

h) JP to add the draft policy to the agenda for the next General Committee meeting (February 2025). General Committee to review the policy, with a view to adopting it at the next meeting.

JP

4.3 KCACR Safeguarding Policy update

a) The CCCBR Safeguarding Team has now drafted a Safeguarding Policy and Safeguarding Procedures Document – this has now come back from ThirtyOne:Eight (organisation that oversees safeguarding policies for the

Church of England). EJ proposed that, once finalised, both documents should be adopted by the KCACR.

- b) JP to add this policy to the agenda for the next General Committee meeting (February 2025).

JP

4.4 Confidential.

5 Finance & Grant applications

5.1 Treasurer's report from PJ was noted.

- a) One of the expenditures from the general fund is for meetings – these will be at Downswood next year.
- b) Training fund donation was made to Mobile Belfries Trust and ART (£1000 each).
- c) NatWest offers a 35-day account at 3% interest rate – PJ has taken this up for our General Fund and Training Fund (£15,000 each), which should earn us £70 per month.
- d) Subscriptions – Following the discussion at the last meeting (how annual subscriptions are accounted for in the Association's annual report in the Handbook) PJ agreed with our auditors, that we don't need to go down the accruals route for subscriptions. However, PJ will add a note in the annual report, what amounts were received in the prior year for subscriptions.

PJ

5.2 Transfer from General Training to KYR Fund

- a) KCACR covers travel costs for KYR training events, entrance fees, and sometimes meals. KYR would like to see these separated in the report.
- b) In the Treasurer's report, PJ has split Training Fund and KYR training fund, and PJ proposes an amount of £3000. This was agreed.

6 Feedback from Events and EGM

6.1 CCCBR AGM (07/09/2024) – NJ – the AGM took place in Exeter.

- a) Some of the CCCBR work groups have been re-organised in line with 2030.
- b) NJ provided a verbal report on the AGM.
- c) Regarding the CCCBR request for Associations and Guilds to increase contributions. Central Council levy will go up from 20p per member, to 40p soon. It was mentioned that the eventually £1 per member would be over £1,000 but that this would be paid for from the interest we now get on Skipton BS.

6.2 Ringling 2030 programme – We are at around 30,000 ringers at the moment, with the majority over 60. If this isn't addressed, bellringing will be at risk in 10 years' time.

- a) NJ remarked that £1 per member, per year, is reasonable.
- b) Central Council is proposing centralising some aspects, such as enquiries for learning to ring, and Central Council needs funding to support such work.
- c) Ringling 2030 campaign target audience are those at school.
- d) NJ has been speaking to Tina Stoecklin, CCCBR President, about piloting an initiative linked to / in support of Ringling 2030, in Kent.
 - a. Working up plans for a 1-day 'crash course' day in Kent. Likely Medway – very high population, with a % of ringers in the population below that of the rest of the country.
 - b. Event will include taster sessions. Follow-on event may be a ringing school, a few weeks later, to run over several weeks.

- c. Will need to work with towers in the area, to 'plant' the new recruits.
- d. Then there will be monitoring of progress of new recruits, what happens with them.
- e) NJ invited comments.

6.3 Essex 10-Bell Trophy Competition – 14/09/2024 St Martin of Tours, Epsom (KT17 4PX)

The test piece was spliced plain and Little Bob Royal, with 10-9 backstroke. We had in our team Stephanie and Alexander Runting, and Scott Pearce from Stockbury. NJ commented that our team did well. We came 4th, with Surrey 3rd (with 1 point between us and Surrey). Next year's Essex 10-Bell Trophy will likely be on the Isle of Wight.

6.4 6-bell Striking and Call Change Competitions – 28/09/2024 at Beckenham, St George (BR3 1AX) in Lewisham District

Striking competition: Tonbridge, Rochester, Lewisham and Canterbury District took part, with Canterbury taking the first place.

Call change competition: Bredgar took first place.

6.5 District ADMs – October 2024 – NJ

See minute 7.1.

6.6 Choral Evensong – 17/11/2024, Canterbury

- a) Thanks to MB for running the pre-service ringing. 56 members attended the service.
- b) JT commented the open ringing at Canterbury Cathedral was very well-managed, and may have played a part in the event being so well-attended. Possible suggestion for next year's choral evensong: instead of a Quarter Peal, perhaps open ringing should be run again.

6.7 Certificates – next steps – DD

DD has confirmed he can print certificates as required, if the Association is happy to occasionally cover the cost of some ink/toner and purchase the card. Alternatively, members can print their own if we are happy to provide them with the file. The General Committee was happy to proceed with this arrangement.

7 Annual Reviews & Insurance Renewals – Policies, Rules and Guidelines

7.1 Final proposals went to ADMs for Association Rules amendment proposals – Final proposal went to Districts for District ADMs in October. NJ attended all District ADMs, to answer questions.

7.2 Risk Assessment & H&S issues – b/fwd from 2023/11/9.3 & 2024/02/9.2 DD & BW – in BW absence, carried to next meeting.

7.3 Annual insurances – PJ raised the fact that these will be due in the coming months (March and April). No changes anticipated to insurance covers, unless the quotes come in very high.

8 Forthcoming Events

- 8.1 a) AGM in April (in Tonbridge District, likely at Sevenoaks, TBC).
- b) Young Ringers Interdistrict Striking Contest – Otford and towers around (01.03/2025)

9 Reports

9.1 Youth Officer

- a) Youth Officer's report from JT noted. Last weekend, Kent MINI-Ringers rag at Barming and KYR had a good afternoon session at Marden.

- b) Cathy Booth's "Fun with Bells" podcast episodes are now ready to listen to:
 - a. Episode featuring Kent Young Ringers: Oscar, Lottie and Flo in September: <https://funwithbells.com/episode/kent-young-ringers-the-members>
 - b. JT, NJ and SR in November: <https://funwithbells.com/episode/kent-young-ringers-the-organisers>

9.2 Training officer

- a) Training Officer's report from SB noted.
- b) NJ has been speaking to the Kings School in Rochester about starting a ringing club there, which is moving forward.
- c) ART M1 course taking place at start of March (how to teach bellringing), M2 course end of March.
- d) SF updated the Committee on the ART hubs and the fact that many of the attendees at the Milton Regis hub have continued beyond the areas covered for the M1 requirements and are now working on elements of the M2F requirements. There have been very few new students signing up for the hub which has meant that the Milton Regis hub is focusing more on M2F. An M2F training day is planned in the Rochester District for these attendees in January.
- e) NJ also mentioned that the KCACR is liaising with the CCCBR to develop a Super Hub recruitment and training event probably in the Medway area in 2025. This will allow the CCCBR to assess the success of some of their training materials and proposals as part of the forthcoming Ringing 2030 project as well as raising awareness of ringing within the KCACR and gaining potential recruits.

9.3 Bell Restoration Officer Report

Bell Restoration Officer Report from BB was noted.

- a) Tonbridge - Bells have been removed by Taylors with KCACR assistance.
- b) Penshurst are hoping to get the bells out in January but there has been a delay in getting the faculty.
- c) West Peckham - a rope guide has been installed.
- d) Stone - Repair to 5th started/ will start.
- e) Upchurch - Some remedial work being done.
- f) Snargate - Re-roping of the 3 swing chiming bells.
- g) NJ asked BB about what was happening at Little Chart as the church is possibly going to be closed in the near future due to the building needing major repairs. The church, of no significant architectural interest, was built in the mid 20th century on land owned by a farmer and, should the church close, it is anticipated that the land will be returned to the landowner. The six bells are still rung occasionally by members of the Ashford District and it is hoped that, because of a covenant in place on the church fittings, there would be consultation with the KCACR should the church be closed and demolished.

10 **Publicity**

10.1 Display boards / pull-up banners

- a) At the last meeting, the committee discussed the KCACR pull-up banners, which are in need of replacing.
- b) JP looked into some possible designs.

- c) SR has come up with some ideas for what information can go on the banners, and how it's laid out
- d) Need to consider the audience – how much they'll know about ringing, and don't want to overwhelm them with too much information.
- e) SR looking at photographing towers, eg big landmarks (Canterbury Cathedral, Rochester Cathedral).
- f) Also – photo of young ringers, with KYR t-shirts, for a photo (with parental consent)
- g) NJ confirmed we'd be best going for a full-banner design, for a stand-alone banner.
- h) To be picked up in the new year.

SR

11 Any Other Business

11.1 MB expressed thanks on behalf of Ash-next-Sandwich for the £2000 grant which was awarded. The frame refurbishment and the new flooring have now been completed to a high standard, and the grant was much appreciated, particularly as some additional costs were incurred in fixing problems which only became apparent when the work started.

11.2 MB advised that Stuart Palin had raised some concerns about tracking cookies which potentially appear when communications are sent via third party platforms (e.g. MemberMojo), and, in view of this, he had queried whether we can be sure that we are GDPR compliant. MB has already sent Stuart's comments and questions to Doug Davis, our Webmaster, to check our position on this, with a view to ensuring that we do not contravene GDPR.

MB/DD

11.3 MB enquired whether, when new/updated documents are added to the KCACR website (eg updated Safeguarding Policy) notifications can be sent out to members to advise them of the change in document. Generally accepted this was a good idea. MB to raise with DD.

MB/DD

13 Date of next meeting – 22/02/2025

- a) The venue for the next meeting will be Downswood Community Centre, Chiltern Close, Maidstone, ME15 8XG on Saturday 22 February, 2025.
- b) Dates of next meetings: 26/04/2025, 26/07/2025. AGM: Easter Monday, 21/04/2025.

The meeting closed at 12:50

SIGNED as a true record byon 30th November 2024
Neil Jones, Chairman of the KCACR