

KCACR Chairman Role

Version: March 2026

The KCACR Chairman is elected annually at the AGM and holds a voting role on the KCACR General Committee.

Although not an Association rule, the Chairman usually serves for a maximum of three (3) years.

Purpose of the role

The purpose of the Chairman is to promote the interests of the Association, control all ringing activities at General Meetings or gatherings of the Association (other than District meetings or functions), chair General Committee Meetings and deal with such other matters as may be provided for in the rules or as may be directed by the General Committee or the other Trustees.

The Chairman may decide that there are specific areas which they wish to focus on during their tenure in order to benefit the Association.

The Chairman is one of the three Trustees of the BRF, the other two being the Treasurer and General Secretary.

Duties

1. Completing relevant safeguarding training appropriate to the role.
2. Provide strategic leadership for the Association and to promote the values and behaviours essential for the success of the Association
3. Act with the Association's best interests in mind at all times and promoting the Objects of the Association
4. Support the other Association Trustees and Officers to achieve the most they can in their role, acting fairly and impartially and avoiding or resolving dispute if necessary
5. Support members of the Association through providing advice and support on matters relating to towers and members
6. Assist the Secretary in responding to enquiries regarding the Association or ringing in Kent
7. With the Association Secretary and Treasurer, prepare and manage the agendas for General Committee meetings
8. With all Association Officers, ensure that Officer selection processes are fair and equitable, and that all Association members have an opportunity to contribute to the work of the Association to the best of their ability

9. Establish links with Association members through appropriate routes, ensuring that they are accessible and approachable
10. Chair General Committee Meetings
11. Liaise with the District hosting the AGM to ensure that all the necessary requirements are met
12. Chair the Annual General Meeting held on Easter Monday
13. Provide a written summary of activities of the Association for the Annual Report
14. Arrange a service touch band for the Service prior to the Annual General Meeting
15. When requested, read a lesson at the AGM
16. Set the 8 bell striking competition set touch and advise details at the AGM
17. Organise the judges, run the draw and host the judges for Association Striking Competitions
18. Endeavour to attend District meetings across the Association's area
19. Represent the Association at other functions within and external to the Association e.g. dedication services, funerals of prominent Association members etc
20. Look after Association regalia and wear the Chairman's Badge at appropriate functions.