

## Minutes Standing Committee Meeting

7.30pm Sunday 5th November 2023

Held via Zoom

### Present

- Eleanor Linford – Guild Master
- Phil Ramsbottom – Ringing Master
- Rachel Mitchell – Public Relations Officer
- Sand Cooper – Secretary
- Tracy Stevens - Treasurer
- Trish Everett - Safeguarding Officer

### Apologies

- Mark Eccleston – Archivist and Webmaster

		Action
1	<b>Welcome and apologies</b>	
2	<b>Matters arising from previous meeting</b> <ul style="list-style-type: none"> <li>• <b>Tower Contacts</b> - ACTION 46/23 Sand to progress a contact list for towers in Gmail, as not all contacts are Guild members. <i>Complete</i></li> <li>• <b>Membership Process</b> ACTION 70/23 Mark to update the website to include the Mojo form in the new member process - <i>Complete</i></li> </ul>	
3	<b>Henry Johnson Dinner</b> <ul style="list-style-type: none"> <li>• ACTION 53/23 To be progressed - <i>Update - meeting held 22nd Oct</i></li> </ul> <p>Update given re actions from the October meeting. All complete/in hand. Tickets go live tomorrow on Participant. Clare will send a link. Clare has agreed to look after the tickets and she will put the event on social media.</p> <p>If people can't use Participant for any reason - they can email The Guild and we'll arrange for them to pay via The Guild account.</p> <p>We have discussed giving people a choice of menu and so Clare has suggested that once they have bought a ticket, we use a Google Form nearer the time, for menu choices. Closing date for tickets will be two weeks before the dinner.</p> <p><b>ACTION 74/23</b> Send email to members once Participant details shared</p> <p><b>ACTION 75/23</b> Ringing World advert for Xmas edition</p> <p>Rachel has posted an update on our Social media for this event.</p> <p><b>Action 76/23</b> Work with Clare re a page on The Guild website</p> <p>Cecilia Pipe has agreed to make the toast to The Guild - she last spoke at the dinner 20 years ago.</p>	<p>Sand/Tracy (Clare) Tracy/(Clare)</p> <p>Mark/(Clare)</p>



	<b>ACTION 81/23</b> Share calendar of events with AGM papers	Sand
8	<p><b>Treasurer's Update</b></p> <ul style="list-style-type: none"> <li>• <b>BRF</b></li> </ul> <p>We have received the last part of Andrew Stubbs' bequest. £5,360.28, we have previously received £2K making a total of £7,360.28. The fund now stands at £34,637.06 which includes a payment to Coleshill. Payments are yet to be made to Harbourne and Northfield We wait for Barston, Sheldon, Bickenhill and Wishaw to advise their requirements.</p> <p>ACTION 64/23 Accounts are in the drive, we are encouraged to view the funds held. Tracy will send details and share the link. - Closed</p> <p><b>ACTION 65/23</b> Tracy to investigate merchandise. This is still to be progressed but Tracy is mindful that she is setting this up for someone else to take over.</p> <p><b>ACTION 66/23</b> Young Ringers challenge - share a proposal for a SMG scheme - <i>update Eleanor has shared a scoring System - 12th Sept via the SMG StandCo WhatsApp group.</i> To be progressed</p> <p><b>ACTION 67/23</b> Share a proposal for 100 Club and sponsoring courses. To be progressed</p> <ul style="list-style-type: none"> <li>• <b>100 Club</b> There are £967 unused funds. Consider Youth competition clothing. Noting that any remaining funds at the end of the year will go into the BRF. We will ask if any tower has any special project that qualifies - not rope or maintenance e.g. simulator or ringing courses</li> </ul> <p><b>ACTION 82/23</b> Send a separate email - Tracy will ask Clare to put some words together - including a note about the St Anne's simulator.</p> <ul style="list-style-type: none"> <li>• <b>St Anne's Moseley - Simulator donation £200</b> - It was suggested that this be supported from The 100 Club rather than the Training fund which was agreed. The rationale is that Moseley has a large number of learners who are having an additional tied bell practice at St Anne's each week. When fully simulated, St Anne's simulator will also be a resource for the Ringing School.</li> </ul>	<p>Tracy</p> <p>Eleanor</p> <p>Eleanor</p> <p>Tracy/Sand</p>
9	<p><b>Safeguarding Update</b></p> <p><b>ACTION 68/23</b> Share the National Code of conduct - To be progressed</p> <p><b>ACTION 69/23</b> Update website with necessary training/advice - to be progressed</p> <p>There was no further Safeguarding update for this meeting.</p>	<p>Trish</p> <p>Trish/Mark</p>
10	<p><b>Membership Proposals</b></p> <p>Debbie Chard - proposed Simon Linford, seconded Trish Everett Sarah Chiltern - proposed by Simon Linford, seconded Trish Everett Both agreed</p> <p><b>ACTION 83/23</b> Send welcome letters to new members</p> <p><b>ACTION 73/23</b> Send welcome letters to Sept Associate members. <i>Update - await email details for Associate members Clare Cassidy, Challotte-Mia Daley, Liz Holloway, Ian Wilkins.</i> Further update - email addresses should now be in Mojo and Sand will confirm with Tracy/Clare which associate members are still with the school.</p> <p><b>New Associate members</b></p>	<p>Sand</p> <p>Sand</p>

	Katherine Arthur Jacqueline Bailey - both agreed <b>ACTION 84/23</b> Send welcome letters to new full members	Sand
11	<b>Communications with Towers</b> Re-purposing the WhatsApp group with a right of reply so that for events connected to the Guild people could submit pictures to be posted on social media. There had been an initial reluctance to allow everyone to answer posts due to the possible high traffic of messages but the group isn't that big. Opening WhatsApp up would be a direct way of replying. We agreed this new approach which we can revert if there is an issue. <b>ACTION 85/23</b> Increase access to allow all to contribute to WhatsApp <b>ACTION 86/23</b> Add links to social media into the footer of Guild Mojo emails.	Rachel Rachel/Sand
12	<b>AOB</b> <ul style="list-style-type: none"> <li>● <b>Google Meet</b> - it was noted we have access to Google meet through the SMG google account. Phil has been trialing it's use. We may use it for future meetings.</li> </ul>	
13	<b>Upcoming meetings 2023/2024</b> <ul style="list-style-type: none"> <li>● Date of next StandCo to be agreed</li> </ul> No StandCo required before January but separate meetings may be held to prepare for the AGM with just those individuals required. Next meeting <b>7.30pm Sunday 7th January 2024</b>	