

Standing Committee Meeting Minutes 7.30pm Sunday 10th Sept 2023

Present

- Eleanor Linford – Guild Master
- Mark Eccleston – Archivist and Webmaster
- Phil Ramsbottom – Ringing Master
- Rachel Mitchell – Public Relations Officer
- Sand Cooper – Secretary
- Tracy Stevens - Treasurer
- Trish Everett - Safeguarding Officer (items 1, 2 and 9 only)

Item No	Agenda item	Action
1	Eleanor welcomed us to the meeting, there were no apologies.	
2	Matters arising from previous meeting [EL] <ul style="list-style-type: none"> • Year Books - ACTION 45/23 All towers with 5+ bells now have a Year Book. • Tower Contacts - ACTION 46/23 Sand to progress a contact list for towers, following support received from StandCo members. It was agreed that it would be useful to hold this in Gmail as not all contacts are Guild members. • Calendar updates - ACTION 48/23 Add items to the calendar or ask Sand to update. Updates are now in hand • Decent Striking. Mike Hopkins-Till is gathering information to develop striking skills ACTION 52/23 respond to the email enquiry. Completed with Tony Daw's support. 	Sand
3	Henry Johnson Dinner 24th February 2024 Progress made with The Burlington and the contract is signed. Beer has been arranged - with us buying it but they are taking a 'corkage'. Menus to follow and ticket prices to be agreed. Speakers to be progressed - Eleanor will start to approach people. ACTION 53/23 To be progressed.	Eleanor/Tracy
4	Guild Insurance Policy We have renewed the policy - until August 2024. We will look at other quotes including Ecclesiastical or exploring whether the CCCBR might be able to provide public liability insurance. ACTION 54/23 Obtain competitive quotes. ACTION 55/23 Explore a CCCBR solution.	Tracy Eleanor
5	Membership Mojo - emails ACTION 50/23 Arrange a Zoom session with Tracy/Phil/Sand to trial using Mojo for emails - complete We discussed the risk of members unsubscribing to all emails if we don't create 'groups'. It was proposed that a monthly email be sent with all workshops, events, 100 club winners, Henry Johnson Dinner etc. We discussed the merits of members initially being signed up to groups without relying on them updating their profile to opt in. We could then monitor if	

	<p>people have unsubscribed, potentially contacting them to be sure they appreciate what they have unsubscribed from and asking if they would like to re-visit their profile, taking the opportunity to collect feedback.</p> <p>We are aware that those also using facebook and WhatsApp may be receiving too much information.</p> <p>It was proposed that we have the All Members group for important Guild business and a monthly update of events and notices.</p> <p>A second Workshop group for additional updates which Phil can use for more detail.</p> <p>It was noted that other groups could be created for e.g. Workshop helpers</p> <p>ACTION 56/23 Update the groups</p> <p>ACTION 57/23 Arrange to send a monthly update to all members re events and notices. Updating Andrew Brown about including Newsletter reminders and the completed Newsletter and, Clare McArdle for 100 Club winners.</p> <p>ACTION 58/23 Review group footers for member profile links</p>	<p>Sand</p> <p>Sand</p> <p>Sand</p>
6	<p>City centre tower open day 14th Oct</p> <p>ACTION 43/23 & ACTION 44/23 actions completed . Phil will be confirming the lead for St Chad's and an email will follow regarding access to the tower along with a google form to gauge attendance.</p> <p>ACTION 59/23 Discuss what will be posted on Facebook/WhatsApp with reference to the event being aimed at Guild members and non members to contact Phil for more details. Timings for the day:-</p> <p>1:30pm -2.30pm St Chad's</p> <p>2:30pm - 4:00pm St Martin's</p> <p>4.15pm - 5.15pm St Pauls</p> <p>ACTION 60/23 Check if St Paul's 5.15pm end is a hard stop</p> <p>Evening at The Bull - we're booked in for drinks from 5.30pm. Food is not booked but the kitchen will be open. Phil has experienced ringers involved during the afternoon. Eleanor thanked Phil for his arrangements.</p>	<p>Phil/Rachel</p> <p>Phil</p>
7	<p>Other upcoming events [EL]</p> <ul style="list-style-type: none"> ● Guild AGM Saturday 13th January 2024 <p>Potential locations were discussed with consideration being given to transport links and care that the Guild doesn't become too south focused. A more northern tower with members is Coleshill.</p> <p>ACTION 61/23 Informally approach The Roger's to see if Coleshill might be an option.</p> <ul style="list-style-type: none"> ● Calendar of events for 2024 <p>Options include</p> <ul style="list-style-type: none"> - 12th October - a city centre day every other year and an outing outside of our area in intervening years end sept/early Oct to include students. Possible locations were discussed and Eleanor has already made an enquiry to Oxford where there is a waiting list for their centrally organised trips. - Spring event - Guild challenge day (poss Moseley or Lapworth/Packwood) 11th May 2024 TBC - No queries have been raised about a striking competition since the AGM. - Guild walking tour is something we would like to encourage if we can find a suitable date poss 29th June2023. <p>ACTION 62/23 Sand to approach Mike Dodson (Richard Lewis might support)</p>	<p>Phil</p>

	<p>- Robert B Smith trophy - anticipated to be late Sept</p> <p>We are not ready to advertise these dates but we intend to present a whole year's calendar at the AGM.</p> <p>ACTION 63/23 to share the proposed dates as they currently stand.</p>	Eleanor
8	<p>Treasurer's Update [TS]</p> <ul style="list-style-type: none"> ● BRF stands at £28016.55 <p>Insurance has been paid until August 2024</p> <p>Accounts are in the drive and we are encouraged to view the funds held</p> <p>ACTION 64/23 Tracy will send details and share the link.</p> <p>Tracy is proposing to progress merchandise again with some items subsidised to some members. Items could be used as awards or for events?</p> <p>We should consider if funds might be used for books for workshops etc?</p> <p>ACTION 65/23 Tracy to investigate merchandise.</p> <p>Young Ringers challenge - Bath and Wells give points for various targets and at the end of year a monetary prize is given for a Young Ringer of the year. Points could be weighted for those from a non ringing family. We could adapt this to the Ringing School and those that have graduated from the School.</p> <p>ACTION 66/23 Share a proposal for a SMG scheme.</p> <p>100 Club money (circa £1K £1.3K) Funds this year were spent on the Coronation party and badges etc.</p> <p>Eleanor would like to use this to sponsor students/helpers for residential courses - perhaps half the cost and a smaller amount for subsequent years to both help our members and support the courses being run.</p> <p>ACTION 67/23 Share a proposal for 100 Club and sponsoring courses.</p>	<p>Tracy</p> <p>Tracy</p> <p>Eleanor</p> <p>Eleanor</p>
9	<p>Safeguarding Update [TE]</p> <p>Trish met with Clare Westly and the Diocesan SafeGuarding advisor. The CofE is reviewing it's training framework again. Clarity has been given re major towers and the Dioceses have sent details to parish safeguarding coordinators that if they have bells, PCCs are responsible for a risk assessment, the National code of conduct, training requirements (for the most part Basic Awareness) and DBS checks where needed. Additionally Tower Captains will need Foundation Training and Major Towers, confirmed as Cathedrals, Leadership training is required. Leadership training is also required where the band includes under 18s (Those that ring with parents or not). DBS checks are required for Tower Captains and those supervising learners. Those with vulnerable ringers can refer for advice or info from Trish or CCCBR.</p> <p>ACTION 68/23 Share the National Code of conduct</p> <p>ACTION 69/23 Update website with necessary training/advice</p>	<p>Trish</p> <p>Trish/Mark</p>
10	<p>Membership Process/Revised rules</p> <p>ACTION 41/23 Raise with Simon Linford and others as appropriate.</p> <p>Proposals were shared before the meeting.</p> <p>There was much discussion regarding the circulated document. We are proposing 2 general meetings, some of which might be online or at the end of another event, advertised in advance. Perhaps one at the Guild Challenge Day and another in the Autumn.</p> <p>We felt we needed to better communicate the work of the Standing Committee meetings.</p> <p>2.4 take out general meetings</p> <p>2.5 Notice to go to secretary and AGM</p> <p>4.7 Number of general meetings to be updated.</p> <p>ACTION 70/23 Mark to update the website to include the Mojo form in the new member process</p>	<p>Mark</p>

	<p>New members to be on all meeting agendas, General and AGM. StandCo to continue to nominate Associate Members in view of the speed that they need to be recorded for insurance purposes.</p> <p>Quorum removed from General meetings as limited decision making e.g. no financial, expelling members etc. The meetings would be about communications with and from members.</p> <p>The AGM will continue to be in person despite us having non local members. Currently we are quorate with 40 which is circa a 6% of the membership. We agreed we would propose to the AGM a reduction to 30.</p> <p>6. Guild Peal recording protocols - future proofing the rules. Discussed approach and agreed this would be included in our proposal to the AGM.</p> <p>2.3 Concern that Mojo may have a specific age. But we agreed that for now we will not take action here.</p> <p>ACTION 71/23 Provide a finished proposal document and explanation of changes.</p> <p>ACTION 72/23 Sand to share with the membership as soon as possible</p>	<p>Eleanor</p> <p>Sand</p>
11	<p>Membership Proposals [SC] Associate members were agreed:- Clare Cassidy Challotte-Mia Daley Liz Holloway Ian Wilkins ACTION 73/23 Send welcome letters</p>	<p>Sand</p>
12	<p>Communications with Towers WhatsApp ACTION 51/23 Add remaining StandCo members. Arrange an email to Guild members inviting them to join the group via a WhatsApp link which makes the 'rules' clear. -Complete Discussed that we are not yet using this to it's full potential and we will discuss at a future meeting. Rachel is considering 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.</p>	
13	<p>Three events challenge and other guilds Suffolk Guild may pick up a similar scheme. Phil would like to consider awarding certificates for non members. We will discuss at a future meeting.</p>	
14	<p>AOB</p> <ul style="list-style-type: none"> ● Edgbaston - a peal was recently lost due to heat impacting the bells. The tower has strategic importance to Guild events. The BUSCR committee may request funds for improvements. ● Ringling Master - Phil is standing down after 3 enjoyable years. He would like to involve a younger person and is considering a suitable candidate. Eleanor thanked him for giving so much notice and for the opportunity of succession planning. 	
15	<p>Upcoming meetings 2023</p> <ul style="list-style-type: none"> ● Date of next StandCo Sunday 5th November 2023, 7:30pm 	