

**Meeting of the Guild Management Committee**  
Saturday 15<sup>th</sup> October 2016, Stowupland Church Hall, 2pm

**Minutes**

**Present:** Alan Stanley (Chairman), Tom Scase (Ringing Master), Carl Melville (Secretary), Winston Girling (Chair, BAC), Neal Dodge (NW), Sue Freeman (SW), Ralph Earey (SE), Philip Gorrod (NE), Alan Munnings (SE), Sally Munnings (SE), David Steed (NW), Ambrin Williams (NE)

**1. Welcome**

The Chairman welcomed all to the meeting and expressed congratulations on behalf of the Guild to Revd Carl Melville (secretary) on his recent licensing and installation as Priest in Charge of Claydon, Barham, Henley and Gt Blakenham. He went on to emphasize the benefits to the Guild of maintaining strong links with the Diocese.

**2. Apologies**

Owen Claxton (Treasurer), Gordon Slack, Bryan Mills, Maureen Gardiner, David Smith, Mary Garner, Ed Rolph, Michelle Williams, Jonathan Stevens, Derek Rose

**3. Absent Friends**

All stood to remember Bridget Sayers – Earl Stonham.

**4. Minutes of the meeting held in June 2016.**

The phrase 'and an emailed invitation to all members' had been omitted from the actions at item 10 AGM Review. Subject to the preceding amendment the Minutes were Signed as a true record of the meeting.

**5. Matters arising from minutes**

7.1 Owen's work on Guild Insurance continues. David Salter will be approached to see if he can assist in any way.

11. Annual Report to be dealt with at item 11 on this agenda.

12. Guild Branding Guidance from Mary Garner as to the possible need to darken the outer rim for use on cream colored paper is not available, carried forward.

14. Katherine Salter has been appointed as Rep of Ipswich Historic Churches Trust and can act as a link between the ongoing situation with the bells at St Mary's Quay and the Guild.

**6. Correspondence**

None

**7. Officer Reports**

i. Treasurers Report (OC)

**General Fund**

Subscription income to the end of September, £6718, is only a few pounds short of that achieved over the same period in 2015, £6732. Obviously this reflects the incomes of individual districts, two were slightly higher, two slightly lower than the previous year, the sum of divergences being £14. Overall it is a sterling effort by district treasurers.

The balance of income over expenditure during the period to September is £4179.

There have been no exceptional items of expenditure to date. The payment of the £12,000 grant for the Horringer restoration is expected towards the end of the year. The restoration fund at present stands at £53,000.

## **Gift Aid**

The Treasurer and Membership Secretary have been working on updating the Guild Gift Aid Register. Progress to date has been the 'removal' of members who are no longer eligible to claim Gift Aid, have moved away, or simply no longer wish to participate. A breakdown, by District Treasurers, of the level of subs their individual members pay will be needed to complete the register and enable a claim to be made from HMRC. A proforma spread sheet, containing the previous years data, will be circulated to each treasurer for updating.

## **CAF1 Year Business Bond**

The first of two bonds held by the Guild, matured on October 8<sup>th</sup> and has been re invested in a new CAF1 Year Bond. The second bond will mature in December and will also be re invested. The rate payable on both Bonds is 1%, which is better than other options.

## **Insurance**

Reviewing the existing insurance policies is a time consuming process given the wide range of options available. The specifics of our requirements, such as cover for activities of the Guild, do not fit the standard offerings of many companies, similarly the value of assets such as handbells, do not fit standard measures. At present this very much a case of work in progress.

## **Guild Accounts**

Compiling the 2016 accounts is in progress and it would be greatly appreciated if holders of various accounts could submit them in the near future.

### **ii. Ringing Master's Report (TS)**

An introductory article, which was published in the latest guild magazine, hopefully sets some of my thoughts and ideas.

I have been pleased to support the annual Veterans event at Debenham in July, the Guild Social walk between Thornham Magna and Wickham Skeith in September.

I have received a number of pleas for help with arranging bands for upcoming peal attempts, to mark special events, which I am pleased to assist with.

I hope to attend as many of the districts' ADMs as possible. However, I was unable to make the NWs, as I was on the annual Debenham ringing walk.

### **iii. Belfry Advisory Committee Report (WG)**

**Management Committee meeting feedback-** WG reported that the meeting had agreed that VAT would not form part of any grant consideration. However in the case of St Margaret's Ipswich they had revised the grant back to £12,000 from £9000 in line with the original recommendation of BAC after further consideration. They had also suggested that BAC work to the following guidelines for grants - 100% for materials only projects, 20% for smaller projects and 10% for larger projects. This meeting of BAC agreed with those guidelines after considerable discussion, with the following extra text. *For materials only grants, limit it at £1000 max. , for smaller projects this would those below £5000 ex vat. Larger projects would be those above £5000 ex vat.* This was the unanimous view of the meeting and would hopefully be endorsed by the next management meeting. It was noted that materials only projects frequently had the labour gifted to the parish from BAC members.

**BAC materials storage** – Due to limitations on storage it was noted that the bell rope would no longer be held by WG and that the existing stock would be sold to towers as the current practice but then not replaced.

**Grant applications** – St Mathews Ipswich has asked for a grant towards new clapper bushes and reprofiling. BAC will provide labour. It was recommended that the guild award a 20% grant of £325 for a £1614 project.

**Training matters**- No events are currently planned, but AM agreed to hold a maintenance meeting with Newmarket tower following a request from the Tower Captain.

**Technical advisors report** - Melton Old Church has had a Miles Gray bell modified for chiming. Stowmarket PCC is agreeable to a new steel frame with a new peal of 10, although some of the existing bells are to be retained. Chevington has had problems with No. 4 bell and extensive gudgeon movement means it cannot be rung until repaired, hopefully by BAC members. A rehang in due course is proposed. Wrentham have been inspected by JS and can be rung if Iroko stays are replaced with Ash.

**District reports – North East**, no items to report. **North West** – Horringer are out of tower and at Taylors Loughborough, hopefully back in around Christmas time. Redgrave are out to tender with the existing wooden frame to be removed and repaired. Work will start in September of next year. **South East** - Framlingham have had clapper and slider work completed. Iken were unringable but extensive work on all clapper bushes has resolved the problem, and a successful quarter peal has been run as a test ring. St Mary at Quay Ipswich has had a large church project completed for Mind and it is understood that ringing can still take place in the office/ringing chamber by arrangement. **South West**- no items to report.

**Next BAC meeting - Friday 3<sup>rd</sup> February 2017 at Horringer church.** It is hoped that we can have a ring at 19.00hrs although we may still hold the meeting there even if completion of the reinstatement is delayed. CM to talk to Sally Crouch to confirm arrangements. It was noted by the Chairman that some members were finding meetings attendance difficult and he would follow this up with the people concerned.

#### **iv. Recruitment and Training (TS)**

We held a committee meeting in Stowmarket on Sunday 31<sup>st</sup> July. I am pleased to confirm that Rowan Wilson has agreed to take on the role of coordinating and chairing the committee.

We discussed whether the R&T committee should be look more towards recruitment and possible specific courses, after a focus on training teachings in recent years. There was a general consensus that this would be an appropriate direction to aim for. Subsequent to our meeting, the Guild mini ring at Folk East, in August, demonstrates one recruitment tool the Guild has available to use and promote ringing throughout the county.

I will be writing a short piece for the Guild Magazine to highlight the fact that applications for training grants for Suffolk Guild members are available.

#### **v. Young Ringers (AW)**

The RWYC in London in July went well with the Suffolk team doing well with a Grade B. AW reported however that the whole team was struggling. A discussion followed about recruitment of under 18s. AS encouraged the members to bring items of this important nature to future meetings to make a priority.

#### **vi. Membership Secretary (MG)**

To date there have been 20 people elected to membership of the Suffolk Guild in 2016: from the NE 9, NW 2, SE 5, SW 2 plus 2 NRLMs, comprising 2 FTE, 12 Full and 4 65-74. Please convey my

apologies to any new members for falling behind regarding communications over the last few months.

**vii. Public Relations Officer (ND)**

Neal Dodge asked for £200 to print 1000 of a new Guild leaflet to encourage ringing. ND proposed. DS seconded. All agreed.

ND also asked for £30 to produce and fund ringing certificates. PG seconded. All agreed.

ND asked for ringing events and activities taking place on St Edmund's Day, 20<sup>th</sup> November.

**8. Grant Level Guidelines**

Winston Girling asked if VAT should be included in the Guild's grant offer. Churches can claim VAT back after the project is finished and he asked for clarification on this.

PG will work on a short statement for the website that will clarify the issue: that grants are made on a "cost only" basis. It was felt that mention of this on the Guild grant policy may confuse the matter. To be resolved.

**9. Applications for Grants and Grants Outstanding**

Winston Girling reported that St Matthew's, Ipswich were having clappers removed for re-bushing, asking for a grant of £325.00. TS proposed. ND seconded. WG to inform St Matthew's

**10. Ratification of NRLM(s)**

None received.

**11. Annual Report review**

The meeting asked:

- That the peal section be made smaller (into 4 columns)
- That full tower correspondent addresses be used.
- That the church dedications be re-instated and postal address added.
- That a Guild Calendar of events be added.
- That President and Patrons be added to the cover or inner page.

**12. Guild branding**

The only point yet to be resolved is Guidance from Mary Garner as to the possible need to darken the outer rim for use on cream colored .

**13. Safeguarding**

CM reported that the diocese has run safeguarding courses for ringers and captains. They were a success.

**14. Guild Social (North West) (DS)**

DS reported that the ramble and picnic in NW district attracted 35 people and was a success. Thanks went to Rowan Wilson for organizing.

The social next year is in the SE district. It will be a Barn Dance at Sproughton. RE raised the issue of the need to cover the costs of the venue and live band and it was agreed that there should be focus on promoting the event with a view to selling sufficient tickets. The Annual Report should be used for promotion along with other channels.

**15. AOB**

- Philip Gorrod told the meeting about the mini ring at the Folk East festival. He said it was hard work over the 4 days with 8 helpers on each day. The buzz around the mini ring and the numbers were good. Contacts were taken. The meeting felt it worth while even if one or two take up ringing or visit a local tower.  
PG asked that we visited various events (Lattitude, Steam events, Suffolk Show) in rotation over the years and find a larger team to share the burden of staffing them. AS said it will be added to the next meeting's agenda.
- The Central Council vision is currently being updated and the meeting was encouraged to get involved and let them know our views.
- Sue Freeman asked for newsletter items.

**16. Date of Next Meeting**

Saturday 18<sup>th</sup> February 2017, 2pm. Stowupland Church Hall.