

Meeting of the Guild Management Committee

Sunday 22nd October at Stowupland Church Hall, 2pm

1) Welcome

- a) The Chairman opened the meeting at 14:06 and welcomed the committee.
- b) Members present:
 - i) **Officers:** Chairman Alan Stanley (AS), Treasurer Owen Claxton (OC), Ringing Master Tom Scase (TS), Chairman of the BAC Winston Girling (WS).
 - ii) **NW District;** Neal Dodge (ND), Gordon Slack (GS), David Steed (DS), Maureen Gardiner (MnG).
 - iii) **NE District;** Phillip Gorrod (PG).
 - iv) **SE District;** Alan Munnings (AM), Sally Munnings (SM), Ralph Earey (RE) Mary Garner (MyG)

2) Apologies

- a) Apologies were received from Bryan Mills, Sue Freeman, Jonathan Stevens, Jonathan Williamson, and Carl Melville.

3) Absent friends

- a) The meeting stood and remembered Rev. Canon Geoffrey Smith, Connie Wright, & Derek Peck.

4) Minutes of the previous meeting

- a) The minutes from the meeting on the 22nd June had been circulated prior to the meeting.
- b) Amendments proposed:
 - i) Item 3- Susan Dalziel name to be corrected.
 - ii) Item 7 VII- The second sentence should read "Radio Suffolk have been promoting the day with 14 towers currently set to take part."
 - iii) Item 8- The BAC suggested the £10,000 figure for the grant not the GMC.
 - iv) Item 11- remove the word 'new' before NRLM rule.
- c) With the listed amendments being made, GS proposed they were signed as a true record of the meeting, OC seconded the proposal. The committee unanimously agreed.

5) Matters arising from the previous minutes

- a) Item 10- OC has contacted Larking Gowen, but Ian Webster, the Guild's auditor, is unable to attend the dinner.
- b) Item 11- MyG was not present at the meeting and was not contacted.
 - i) Action TS will take this matter forward.
- c) Item 13- ND suggested £300 a year. PG proposed that this would be allocated to the Public Relations Officer to use at their discretion with all receipts being sent to the treasurer. MyG seconded this proposal. The meeting unanimously agreed.

6) Correspondence

- a) John Girt had been in contact regarding inviting ART to host a fringe event at the next AGM.
- b) Richard Carter from the Mancroft 300 Appeal had asked if they could attend the next AGM to present to the Guild their proposals for the East Anglia Ringing Centre.
- c) The High Sheriff of Suffolk
 - i) The High Sheriff of Suffolk, Geoffrey Probert, has been touch as he'd like to thank the Guild for all the work we do for the county. He'd like to thank us personally by attending an event.
 - ii) AS has provided him with a list of events from ND, but there's been no date convenient for him so far.
 - iii) ND suggested that he be invited to the Guild Diner to speak there. The committee agreed to provide him with a complimentary ticket to the dinner.
 - iv) Action AS will invite the High Sheriff to the dinner.

7) Officers' Reports

- a) **Treasurer's Report (OC)**
 - i) The Guild is waiting on payment from one advertiser in the Guild Report, Mendip Ropes. Michelle Rolph has been informed. PG commented that he knew the individual involved and will contact them.
 - ii) The Pipe Family Fund has had no use this year and currently stands at £1036.67.
 - iii) Following the discussion at the last meeting regarding donations in lieu of wreaths, a £25 donation was made to Age UK Suffolk in memory of Canon Geoffrey Smith, the only such donation requested this year.
 - iv) Restoration Fund
 - (1) There are £27,250 of awarded grants still to be paid.
 - (2) Since the last meeting, the grant of £325 for clapper refurbishment was paid to St Matthew's Ipswich.
 - (3) This leaves the restoration fund with an unallocated balance of £38,000.
 - v) Golden Bottle Trust, C. Hoare & Co.
 - (1) A £5,000 donation has been made to Guild to recruit and train new members from the Golden Bottle Trust. The trust is the philanthropic arm of C. Hoare & Co. Bank. Jacky Savage, who rings at Felixstowe; her son works for the bank and she has submitted the application for the grant on the Guild's behalf.

- (2) GS suggested the R & T committee should decide how to spend the money. Running a summer ringing school with the money was proposed, similar to that run by the MCALDG with a grant from Aviva Insurance.
 - (3) TS will speak to the R & T committee.
 - (4) C. Hoare & Co. would like a report on what is being done with the money in twelve months' time.
 - (5) Action AS will write to Jacky Savage thanking her for generosity in thinking of the Guild and for applying to the trust for the grant.
 - vi) RE informed the meeting that the Guild Social had made a profit of £209.09 which has been returned to the Guild.
 - vii) RE noted that will the unallocated restoration fund, the grant from Hoare & Co., and the Pipe Family Trust the challenge is not raising the money but spending it on items to further our aims.
- b) **Ringling Masters Report (TS)**
- i) *This report is attached to these minutes.*
- c) **Recruitment & Training Report (TS)**
- i) *This report is attached to these minutes.*
- d) **BAC Report (WG)**
- i) Last BAC meeting was held at Yaxley.
 - ii) Zoe Gray, who runs the ringing in the local area, attended the meeting and expressed an interested in the work of the BAC. She was subsequently elected as a BAC member. The GMC did not have any objections to her appointment.
 - iii) Health & Safety guidelines regarding use of the Guild's Chain Hoist are to be complied using templates from the industry and the Central Council.
 - iv) David Salter will also assess the cover provided by the Guild's insurance policies.
 - v) WG said that all incidents and near misses involving BAC work would be reported to him immediately.
 - vi) Mendlesham
 - (1) WS assessed the bells at Mendlesham after ringing for a wedding. They were found to be in a very poor state with WS stating that no further ringing should take place.
 - (2) WS & TS had discussions with the incumbent who is supportive of a restoration project.
 - (3) ND commented that permission to ring at this tower is notoriously difficult and wondered whether the incumbent was aware that the Guild could not support a restoration without being guaranteed a certainly level of access.
 - (4) TS said that this was only a preliminary discussion with any project not likely to happen soon.
 - vii) The BAC is looking at fixing a decaying support beam at Cotton so ringing can be restarted. Though only temporary as the installation is life expired and requires major restoration.
 - viii) National Bell Register
 - (1) The National Bell Register needs updating for Suffolk.
 - (2) ND asked whether this was the NBR spreadsheets held by George Dawson or the proto-national bell register as part of Dove's Guide.
 - (3) WS was unsure.
- e) **Young Ringers (Ambrin Williams)**
- i) No report has been received and Ambrin was not present to give a verbal update.
- f) **Membership Secretary**
- i) No new members since June. MG commented that new members usually join at the start of the year for membership renewals and when District ADMs occur.
 - ii) Membership Audit
 - (1) MyG has concluded the work for the membership audit with the last form being received back in May.
 - (2) This means we now have a complete & centralised list of members and their details.
 - (3) AS thanked MyG for all her hard work on this project as it is an important tool for the Guild.
 - (4) PG asked if that list includes NRLMs. MyG said her list doesn't but that Christine Knight, the peal secretary, is likely to have a list of NRLMs
 - (5) Action- MyG will contact Christine to ask for the list of NRLMs and look to combine that into the main database.
- g) **Public Relations Officer (ND)**
- i) Another set of 1000 'learning to ring' leaflets have been printed. With further promotional material available on the website. This can be printed if required.
 - ii) ND provided an update on two people who had contacted him wanting to learn to ring. Both are progressing well at Sproughton and are ringing on their own in rounds. RE updated the committee further and noted it was very encouraging to see people were so enthused about being able to learn to ring. ND reminded the committee that just talking to others about ringing can often lead to people get interested in learning to ring.
 - iii) WWI armistice anniversary
 - (1) ND gave an overview of the plans for the WWI armistice anniversary next year. There will be a national campaign which ND is involved in through the Central Council Public Relations Committee. This will form part of the Battle's Over project, a multi-organisation campaign involving lighting beacons & buglers performing, which is being led by the Queen's Pageant Master Bruno Peak.

- (2) In Suffolk, TS has been contacted by a County Council and former ringer who sits on the council's WWI anniversary committee about involving bells as part of the day's events. Together TS & ND have put together a plan to get as many towers in Suffolk ringing at some point on 11th November 2018 as possible.
 - (3) ND noted that this should not be used as an excuse for people to 'grab' unringable & therefore unsafe towers.
 - (4) ND asked the committee to look out for further information when it is released and to help support this where possible.
- iv) ND said further to the meeting that took place between the Guild & Suffolk MIND, the occupants of St Mary at Quay, no substantial progress has been made. The action being that Suffolk MIND would discuss a restoration proposal with the CCT.

h) Central Council (ND)

- i) ND provided the meeting with a general update on the CRAG proposals and their progress. *The latest update from the Council President is attached to these minutes.*
- ii) Vacant Rep Position
 - (1) ND reminded the committee that the Guild still had one rep position vacant which has already been paid for and encouraged the committee to fill this position. As having a full set of reps will enhance the visibility of both the Council within Suffolk and the Guild nationally. He also said the meeting weekend doesn't deserve all the bad press it gets and he found it rewarding.
 - (2) Action ND will send out an email to the Guild to canvas for a person to fill this vacancy.
- iii) Hosting the Central Council meeting
 - (1) ND asked the committee's opinion on inviting the Council to Suffolk for the Guild's 100th anniversary (2023).
 - (2) ND has already made enquires with the Council and found that they have already accepted an invitation from the Irish Association to host in 2023. But as the meeting date is moving to September, hosting the 2022 meeting would still be appropriate.
 - (3) The committee agreed that we should express an interest in inviting the Council for 2022 meeting.
 - (4) ND remarked that as the Council is being reformed under CRAG, the arrangements for the annual meeting are likely to change and that organisation for meetings is being done centrally rather than by the hosting Guild.
 - (5) MnG said that if the event was to be organised by the Council it would make it easier for the Guild to host.
 - (6) Action ND to contact Central Council expressing interesting hosting in 2022.

i) Safeguarding Officer (MyG)

- i) MyG said that the safeguarding training offered through the diocese now comes from the CofE's national body to ensure consistency across the country. There have also been some changes to their safeguarding guidelines and the training they recommend.
- ii) Action MG will update the Guild's safeguarding information based on these changes.
- iii) MyG informed the committee that if you sign up for the DBS updating service the DBS becomes 'portable' and can be used by different organisations for different roles.

8) Applications for grants

- a) Brandeston
 - i) Work required: removal & welding of cracked 4th bell.
 - ii) Total cost ex VAT & inc voluntary help discount: £4530.72 minimum depending on bell condition.
 - iii) A discussion about the merits of welding over recasting took place as some members have seen poor quality results from welding. WS said it would cost around £6000 for it to be recast without the extra cost of fittings. WS said that Soundweld insures that when taking on a job, they are able to insure the quality of the weld.
 - iv) Grant proposed of £1000 by WS, this was seconded by AM. The committee unanimously agreed.
- b) St Clement's Ipswich
 - i) Work required: Cleaning & repainting of the frame, overhaul of fittings, installation of 4 floor bosses, cleaning & repairing of peal boards, and general cleaning of the ringing room. This is required prior to an electronic chiming & clock mechanism being installed.
 - ii) Total Cost: £596 based on an estimate for the volume of paint required.
 - iii) Grant proposed by WS of £500, seconded by RE. With further money being available if necessary. The committee unanimously agreed.
 - iv) RE commended Katharine Salter for taking on this project as he is aware of how difficult the installation at St Clement's is to work on.
- c) Bacton
 - i) Work required: rebushing of the six clappers.
 - ii) Total Cost ex VAT & inc voluntary labour discount: £983.
 - iii) Grant proposed of £200 by WS, this was seconded by MnG. The committee unanimously agreed.

9) Ratification of NRLMs

- a) There were three NRLMs to ratify:
 - i) Peter D Hinton
 - ii) Graham RD Lay
 - iii) Peter Trent
- b) The committee unanimously ratified these members.

10) Guild Dinner

- a) AS confirmed that Blackbourne Community Centre had been booked for 3rd March 2018, the dinner will be 7 for 7:30 pm.
- b) A caterer has been booked and Carl Melville estimates the ticket price will be around £30.
- c) Action Carl will invite the Bishop and our Patron, George Vestey, to attend. AS will invite the High Sheriff (item 6.c.iv)
- d) ND has invited Christopher O'Mahony, the President of the Central Council to be a guest speaker. He is confirming his diary as he has an event during the day. ND welcomed any other suggestions for speakers if Christopher cannot attend.
- e) The committee agreed to have handbell ringing at the dinner, action PG will organise.

11) AGM 2018

- a) Initial plan for the day.
 - i) AS had received an outline plan from Rowan Wilson regarding the NW District's plan for the 2018 AGM
 - ii) It is to be held in Bury St Edmunds on the 7th April, with the meeting in the refectory building
 - iii) The plan will be to have open towers on three routes leading into Bury. The committee noted it would prefer more 'interesting' and rare towers to be open like those offered by the NE District last year.
 - iv) Ringing will be from 2:00 – 3:20 pm at the Norman Tower run by TS. Service in the Cathedral 3:30-4:10pm. Then tea and meeting at 6:15pm.
 - v) The committee asked for the meeting start time to be brought forward to 5:45pm as only 45 mins is needed for tea. This was the experience last year.
 - vi) A sound system is needed with at least one roving mic. The committee noted that it is likely the Cathedral would have one to use, if not PG could offer the system used at last year's AGM which was borrowed from Halesworth church.
 - vii) Rowan was unable to confirm the timing of the availability of the separate room at this stage.
 - viii) The committee agreed that a group photo should be taken, preferable after the service. Action RE will organise the photo.
- b) 'Fringe' event
 - i) AS spoke about the correspondence received regarding a fringe event from the Mancroft Appeal and ART.
 - ii) RE noted that these would be inspirational talks and we should make every effort to accommodate both speakers.
 - iii) MnG & DS spoke about the uncertainty surrounding timing of when the space for the meeting would be available. Meaning that a separate fringe event may not be possible.
 - iv) Action AS to reply to Richard Carter from Mancroft & John Girt regarding ART asking how much time they would need and in what format their involvement would take.
 - v) Action DS to liaise with Rowan and Carl to co-ordinate the day including accommodating the guest speakers.

12) Succession Planning

- a) OC informed the meeting that he wishes to retire from his post as treasurer in April.
- b) AS reminded the meeting that his maximum five year term will end in April. So both a new chairman and treasurer will have to be found. AS felt that previous GMC experience would be desirable quality in the next chairman.
- c) The meeting had an open discussion about candidates for both posts.
- d) PG encouraged the committee to speak to any possible candidates as soon as possible.

13) Any Other Business

- a) AS thanked ND for taking the minutes in Carl's absence.
- b) **The date of next meeting is 17th February 2018 at 2pm.**
The meeting closed at 17:00

Action List

Item No.	Action	Action Holder
5.b.i	To deal with matter surrounding a resident NRLM.	TS
6.c.iv	Invite the High Sheriff to the Guild Dinner in March.	AS
7.a.i	Contact Mendip Ropes regarding unpaid advert.	PG & Michelle Rolph
7.a.v.3	To discuss with the R & T committee about the donation from C. Hoare & Co.	PG & TS
7.a.v.5	Write to Jacky Savage thanking her for organising the donation from C. Hoare & Co.	AS
7.f.ii.5	Contact Christine Knight asking for a list of all the NRLMs	MyG
7.h.ii.2	Send out an email advertising the vacant Central Council Rep position.	ND
7.h.iii.6	Contact the Central Council expressing an interest in hosting the 2022 meeting.	ND
7.i.ii	Update the Guild's safeguarding information based on changes from the diocese.	MyG
10.c	Confirm that invites to the Guild dinner had been sent to the bishop and George Vestey.	Carl M
10.e	Co-ordinate handbell ringing for the Guild Diner.	PG
11.a.viii	Organise a group photo to be taken at the 2018 AGM.	RE
11.b.iv	Reply to Richard Carter and John Girt regarding a fringe event at the AGM.	AS
11.b.v	Liaise with Rowan & Carl regarding the organisation of the 2018 AGM.	DS

Ringling Master's report- 22 October 2017

The Suffolk Guild's entry at the Ridgman Trophy, on 17 June 2017, saw us placed fourth out of seven at Great St Mary, Cambridge. An improvement on our performance last year at Daventry, but there is room for improvement, at St Peter's, St Albans, next year.

The Guild Social at Sproughton was well supported, however, the ringing beforehand was not as popular.

I attend the NW ADM meeting at Buxhall and found committed members in attendance; it's a shame more of the district were not there too, nevertheless it was pleasing to see all post filled. I plan to get along to the three other ADMs over the next couple of months.

I had planned to hold a peal week this autumn, however, finding a suitable week that did not clash with the many other various events (both within the Guild and elsewhere) proved difficult. A peal week will now take place in February 2018 (10/02/18-18/02/18). Do think who would benefit from this, and let me know.

Tom Scase- 19/10/17

R&T report- 22 October 2017

We had a meeting on 2 July 2017- minutes on the website. Discussion included the use of the Guild Mini Ring at various events and its success in terms of obtain new recruits to ring and the Guild. We are looking at possible guidelines for applications for grants in relation to ART courses. There have been a number of training courses and follow up sessions as well as District led training courses. It's pleasing to see an increase in the number of District training events as well as some specifically focused practices. Our next meeting is on 5 November 2017.

Tom Scase- 19/10/17

15 September 2017

Will **YOU** help?

CCCBR reform – Phase II – CALL FOR VOLUNTEERS FOR WORKGROUPS

I last wrote in late August, reporting on progress with reform and renewal of our central ringing organisation. **I am now writing to give a further progress report, and to call for volunteers as Workgroup Leaders or helpers.** All ringers are invited to volunteer, which can be either self-nominations or the nomination of someone else (in which case it requires their consent). Full details, and a link to the online form, are given below.

By way of a brief reminder, the Council Review and Action Group (CRAG) was set up following a vote at the Central Council's meeting in 2016. Its recommendations were brought to the Council's annual meeting in May 2017. The full CRAG report, including its scope, methodology and proposals, can be found here:

<http://cc-crag.weebly.com/>

The story so far

In the CRAG final report, Appendix Q proposed an indicative timeline for activities surrounding the reorganisation of CCCBR. Here is a taste of key actions from that timeline:

CRAG reference	Element	Indicative timeline	Status
A ii	Develop and publish draft 5-year strategy for consultation	September – November 2017	Commenced
B vi	Make appointments to Executive	June – November 2017	Completed
C	Confirm workgroup configurations and responsible Executives	June – August 2017	Commenced
C i	Recruit Workgroup Leaders	September – December 2017	NOW OPEN!
E i	Develop service offering for direct membership	June 2017 – May 2018	Commenced
F ii	Scope out creation of employed professional support group	June 2017 – May 2018	To start
G	Appoint neutral ringer to undertake Decisions replacement	June – August 2017	Completed
H	Recruit Rules redesign group	June – August 2017	Completed

Having reported on appointments to the Executive (in my message of August 2017), I am now inviting expressions of interest for leadership and helper roles on “workgroups”.

What are Workgroups?

Recommendation C of CRAG's final report is introduced as follows – “*The new Executive will, by November 2017, realign the current committees into a significantly reduced number (single figures) of Workgroups, each led by an individual Workgroup Leader.*” The CRAG

report describes this concept at length. Although it may appear that this realignment is merely an aggregation of CCCBR's existing Committees, the concept is much bolder than that. Workgroups are the way that the CCCBR will deliver its plans. While they will of course continue some of the work of the former committees their priorities will be determined by the overall strategy of the CCCBR and what is necessary to strengthen and refresh ringing. Workgroups and their leaders will work closely with the executive, other workgroups and people from outside the CCCBR for a healthy future for ringing.

The CRAG report proposed a set of workgroups that require skilled, charismatic and hands-on leaders and helpers. These are as follows:

- Volunteer and Leadership Development (working with David Smith and Alison Everett)
- Tower Stewardship and Management (working with David Kirkcaldy and Ernie de Legh-Runciman)
- Communications and Marketing
- Historical and Archive
- Direct membership channel (helpers working with Phillip Barnes)

There is one other workgroup for which a leader has already been identified, and this will be announced in due course.

How to get involved

Using the same mechanisms as in Phase I, I invite all interested ringers to visit the "reform" page on the CCCBR website and complete the nomination form:

<https://cccb.org.uk/about/reform/nomination-form>

The online form will be open until Friday 29th September.

I should clarify that those who responded in Phase I are still very much in the mix, and don't need to re-submit. Furthermore, existing Central Council Representatives are particularly encouraged to put their names forward to assist with these new structures.

Do please think carefully about what you can do for ringing, and volunteer for one (or more) of these roles. This is a fantastic opportunity to make a difference. To give something back to ringing. To build and secure a bright future for ringing.

Yours in ringing,



Christopher O'Mahony
President
Central Council of Church Bell Ringers