

Coventry Diocesan Guild of Church Bell Ringers

Minutes of the Guild Committee Meeting held in Leek Wootton Church on 22nd March 2017 beginning at 7.30.

1. Present: Joy Pluckrose; Simon Rogers; Mark Sayers; Keith Chambers; Mike Chester; Sue Roderick; George Wrycroft; Chris Mew; Janice Sheasby; Becki Johnson; Andrew Alldrick; Chris Worley; Chris Idle; Michael Burdett; Annie Hall.
2. Joy opened the meeting by inviting a moment of silence to reflect on the tragic events in Westminster, earlier today.
3. New Committee members were welcomed: Becki Johnson who will become the new CC representative; Michael Burdett Rugby District Secretary; George Wrycroft Warwick District representative.
4. Minutes of the meeting held on 6th September 2016 had been circulated and found to be a correct record of the meeting. Mike Chester proposed and Mark Sayers seconded their adoption as an accurate record of events. These would be signed at the end of the meeting.
5. Matters arising out of the minutes
 - a. Health and safety. Notes had been put in the newsletter and information circulated to all towers by the District Secretaries. Discussion focused on towers without ringers. It was agreed to write to put a note on the Diocese bulletin referring all PCCs to the Ecclesiastical insurance website with regard to safeguards relating to visiting bands. Action AH
 - b. Training strategy. Sessions are running well with the 5th programme running this Saturday 25th March. Delegates had been invited to ring quarter peals on the day of the AGM and 9 people had come forward to take part.
 - c. Guild membership certificate. Work is still on going in improving the certificate and the meeting asked that both the secretary and the President should sign each certificate. Action JP
6. Central council reps. Joy thanked Mike Chester and Chris Idle for their hard work in representing the Guild on the CC and thanked Chris Mew for his continued contribution.
 - a. Joy thanked Becki for standing as a CC rep

- b. Pillerton Hersey bells are now at Taylors. They have purchased a 4th bell and have now decided not to keep the original wooden frame but have a new steel frame for 5 bells. A new faculty will need to be obtained.

14. Youth team practices have started in preparation for the national competition in Birmingham on 1st July.
15. District ringing at the Cathedral. Prior to the bells being rehung at the Cathedral, all districts had been very supportive in fund raising to complete the project. It was hoped Districts and even individual towers, might like to visit the Cathedral and share a practice night or ring a quarter peal before the Sunday afternoon service.
16. Dates for the diary, including dates of next Committee meeting and scheduling the location of Guild events. There are 6 Guild events a year Jan 1/4ly; 6 bell S/C; AGM; July 1/4ly; Oct 1/4ly + 8 Bell S/C; Carol service. In order to distribute these more evenly, the following rota had been agreed by the District secretaries:

YEAR	Jan 1/4ly	6 bell SC	AGM	July 1/4ly	Oct meeting +8 bell SC	Carol service
2017	Rugby	Coventry	Warwick	Coventry	Rugby	Warwick
2018	Warwick	Rugby	Coventry	Rugby	Warwick	Coventry
2019	Coventry	Warwick	Rugby	Warwick	Coventry	Rugby

- a. The next Guild Committee meeting will be held on Thursday 14th September at Leek Wootton beginning at 7.30pm.
- b. The Guild Carol service, in the Warwick district, this year may not be on the first Saturday in December as this was felt to be too early in the month. Date to be announced shortly.

17. AOB

- a. Following advice from the Independent advisor, the Guild report had included references to trustees' reports and also the public benefit from being a charity. The four Trustees are; Joy Pluckrose, President; Simon Rogers Treasurer; Mark Sayers Ringing Master and Annie Hall General Secretary. Discussion focused on the benefit of being a charity. The Charity Commissions guidelines/

rules and regulations are to be discussed by the Exec to examine their application and understanding for the Guild.

- b. Chris Mew had circulated an update on Safeguarding. This was to be uploaded to the Guild Website. See app B
- c. Correspondence. A letter of thanks had been received from Balmoral on behalf of HRH the Queen, thanking the Guild for ringing the quarter peals in celebration of her birthday in 2016.
- d. AGM agenda to follow lines of committee meeting. See app C

The meeting closed at 8.55

App. A. Budget for 2017

Coventry Diocesan Guild of Church Bellringers Budget 2017

<u>Income</u>	<u>Budget</u>	<u>Actual</u>
Resident Subscriptions	5100	
Gift Aid	600	
Non Resident Subscriptions	50	
Other	50	
	5800	
<u>Expenditure</u>		
BRF Contribution	2500	
Officers Expenses	400	
Insurance	350	
Annual Report	310	
Newsletters	200	
Central Council Subs	120	
Education/Training	500	
PR etc	100	
Youth Team	300	
Contingency	1020	
	5800	

Notes:

- Income based on 500 adults at £10 plus juniors, lates etc.
- Budget levels are indicative and expenditure can be reallocated if necessary.
- Any surplus (contingency) will be discussed and allocated by the General Committee.
- Should membership numbers fall, funds will be taken from reserves to make up the shortfall.

App B Safeguarding update 21st March 2017

This should be read in conjunction with the article in the RW of 17 March, page 246.

Documents

Following a meeting with the C of E in Westminster on 6 February (postponed from November) it was indicated that yet another update document Promoting a Safer Church together with a Policy Statement on Training would be issued in the coming Months.

Risk Assessment Guidance previously issued in June 2015 and last reviewed December 2015 is currently under review again and will be re-issued.

DBS checks and certificates

There is an acceptance of a form of portability of DBS certificates issued through church processes in the following circumstances:

- (i) Where the activity covered by the certificate is going to be same (e.g. working with children and /or vulnerable adults) and
- (ii) is between parishes in the same Diocese.

In addition, if the certified person has subscribed to the update service, then a certificate will be recognised across Diocesan boundaries for the same activity only. Obviously, any receiving parish can check on the status (i.e. clear) of the certificate through the on-line facility.

There is NO relaxation regarding certificates held for other purposes (e.g. teaching , nursing), these being regarded as “external” organisations.

Appointments and Declarations

Model “Job Descriptions” and associated confidential declarations are generally aimed at those working closely with vulnerable groups (children and adults). It is not envisaged that the like of flower arrangers would be so treated. Parishes and Dioceses have discretion on this matter since circumstances may differ locally, for example the existence of a choir school.

Safeguarding Training

Policy on training is still developing and the extent of coverage is still unclear. It is envisaged that there may be some facility for on-line courses. It is also possible that, after initial instruction, there may be some delegation of training to assist with universal coverage desired.

Visiting Ringers

The spectre of “vetting” of visiting ringers has been raised both in correspondence and with publication of the Yorkshire Association notice in the RW of 17th February, page 150. The whole issue raises the impossibility of enforcement and the legal and ethical question of publicly “naming” persons outside the location of their original censure. This is being pursued with Westminster.

The above note is based on personal understanding following both meetings at Church house and formal written replies to queries.

Chris Mew 21st March 2017

App C Agenda for AGM

Coventry Diocesan Guild of Church Bell Ringers Annual General Meeting, 22nd April 2017 to be held at Wellesbourne Church Centre.

Agenda:

1. President's welcome
2. Vote of thanks
3. Apologies for absence
4. Obituaries
5. Minutes of last meeting
6. Matters arising from the minutes
7. Adoption of Accounts
 - a. Transfer of money from General Fund to BRF
8. Receipt and ratification of Report
9. Notification of members elected at District meetings
10. Notification of District officers
11. Election of Officers-
*President, General Secretary, Treasurer, Peal Secretary, Central Council
Reps. Ringing Master, PRO, Child Protection Officer, Webmaster.*
12. Appointment of Independent Examiner
13. Appointment of Working Groups (was committees)
14. Applications for Bell Repair Fund Grants
15. Election of New Members
16. Budget for 2017
17. Safeguarding
18. Guild Training Centre and Training Strategy
19. District ringing at the Cathedral
20. Dates for the Diary
 - a. Guild events, new schedule.
21. Draw Club
22. AOB
23. Next Meeting.