

# THE CENTRAL COUNCIL OF CHURCH BELL RINGERS

Charity Registration No 270036

## Executive

Notes of the meeting held on Wednesday 26 January 2022 at 8pm (GMT) by video conference.

Present: Simon Linford (President), David Kirkcaldy (Deputy President), Mary Bone (Secretary), Fergus Stracey (Treasurer), Phillip Barnes, Alison Everett, David Smith and Clyde Whittaker. Vicki Chapman, Public Relations Officer, also attended.

1. **Finance**: the Treasurer reported that the invoice had been received for reprinting the recruitment leaflets (20,000 leaflets). On other matters, Alison Everett agreed to review the wording of the expenses policy and the Secretary agreed to check the current HMRC mileage rate.
2. The President reported on the results of his consultations with the largest ringing societies (those whose affiliation fees might increase significantly) on changing the basis of the affiliation fee to one based more closely on number of members. These societies were generally supportive of moving to a per capita system with both upper and lower limits. A wider consultation would now be arranged.
3. **Governance review**: the Executive **confirmed** their November 2021 decision that the February meeting will be devoted to this issue. The Charity Governance Code will be used (<https://www.charitygovernancecode.org/>). The Executive agreed to work in pairs before the meeting to study the different aspects of the Code as they applied to the Central Council.
4. The Executive **approved** by majority (one abstention) version 2.0 of the Framework for Method Ringing. Please see the email message of 29 January giving notice that v2.0 will come into effect on 1 May 2022.
5. **Volunteer & Leadership** workgroup: the Executive noted that Paul Wotton had agreed to chair the group on an interim basis. The current Terms of Reference will remain in operation. The President added that a separate task and finish group on branding had been established and held a very productive first meeting.
6. Review of the Rules and Standing Orders: Clyde Whittaker had circulated a list of suggested improvements and changes submitted by himself, the Secretary and David Smith. All Executive members were asked to review the Rules and Standing Orders and this list. Council members would be asked for their views and suggestions. These would then be passed to David Bleby who had kindly agreed to conduct the review [see note of the December Executive meeting].
7. **2022 Annual Meeting**: the Executive agreed that the meeting and Roadshow needed to be publicised. A small group consisting of the President, Deputy President, Alison Everett, Vicki Chapman and local representative(s) would be formed to progress the arrangements.
8. The Executive **agreed** that the Westley awards for tower bell maintenance could be held in 2022 and 2023. 2023 would be the fifth award and a full review would be held thereafter.
9. The Executive had an initial discussion on which workgroup might be invited to participate in the 2023 ART conference. The President volunteered to contact the youth workgroups.

10. Safeguarding: the Executive noted that both Dave Bassford and Ann White wished to stand down as the Council's safeguarding officers. A number of names were mentioned as possible replacements. Anyone with relevant (preferably professional) experience wishing to be considered should contact Clyde Whittaker (clyde.whittaker@cccbr.org.uk).

11. The Executive noted that a retention policy was needed for workgroup (and previous committee) documents. The policy should consider which files should be scanned and which maintained in paper, especially as storage space for archives in the CC Library was now very limited. Workgroup leaders would be asked to contact their predecessors and establish what records were available and where they were held. This would also be extended to CC assets to enable the Treasurer to complete an Asset Register (see below).

12. AOB: the Executive agreed to review the Risk Assessment policy during its February meeting. The Treasurer agreed to circulate a list of the Council's property for checking.

The next meeting of the Executive will be held on Saturday 19 February 2022.

Mary Bone  
Secretary  
04.02.2022