



**Llandaff & Monmouth DACBR
Association Management Committee**

**Minutes of Meeting held on
Thursday 7th September 2017
Prebendal Hall, Llandaff**

Present:

Master: Mr Matthew Turner
Secretary: Dr Harriet Moncrieff
Treasurer: Mr Philip Hopkins
BRF Trustees: Mr David Moore & Mr Barry Hayman

Llandaff Branch:

Dr Frederick Jackson
Mrs Pat Moore
Mrs Yvonne John

Monmouth Branch:

Mr Andrew Philips

Agenda item and Title		Notes for Minutes	Action by
1.0	Chairman's opening remarks	The meeting opened at 7.19 pm. In the absence of the Chairman and with the agreement of those present, the meeting was chaired by Matthew Turner.	
2.0	Apologies for absence	Chairman: Mr John Vesey, PRO: Mr Simon Lockhart, Mr Bob Hardy, Mrs Lynne Workman, Mr Sam Bolingbroke, Mr Jonathan Lewis, Mrs Pip Penney	
3.0	Minutes of the previous meeting held on 7th September 2017	The minutes of the previous meeting of 7th September 2017 were accepted as a true record.	
3.1	Matters arising not appearing elsewhere on the agenda	John Vesey to feedback regarding Ecclesiastical Insurance and to circulate the Association Asset List before the next meeting	JV
3.1.4	Succession planning for Association Officers	None required at present	
5.2.3	Fund raising	A possible candidate has been identified who might take on the role of running the 200 Club and who could shadow Wendy Reilly for a short time. They will confirm to Fred Jackson and	FJ, DM and Llandaff

		David Moore if they are interested. If not, there may be other potential candidates.	Branch Officers
--	--	--	-----------------

4.0	Officer's Reports		
4.1	Treasurer's Report	<p>Phil had forwarded documents re Training fund, Treasurer's Report and Budget Monitoring for information prior to the meeting. The Recruitment and Training Fund stands at £735, movements in the year include a £200 allocation from the General Fund and £99 donations. Special thanks go to Carol Brown who has raised £95 by find-raising for the R&T fund this year.</p> <p>Carol Brown is producing a calendar for next year, featuring drawings of churches in the Monmouth Diocese. The drawings are all her own work, some in colour and some black and white, and are of churches which she has visited during her short career as a ringer. Whilst she has sought a few comments from others, it is entirely her initiative, and the calendars are due to be available in three weeks time, so that sales can commence at the week end of the All Wales Striking Competition.</p> <p>All profits will be contributed to the Recruitment and Training Fund (as were earlier sums raised by the sale of cards and key rings), which may anticipate gaining a little over £200 from this venture. Thanks were again extended to Carol for this memorable contribution.</p> <p>There was discussion around allocating funds for the R& T fund and how Branch and Association income was utilized. The possibility of diverting fundraising from the BRF to the R&T Fund was noted.</p>	PH
4.1.1	General Fund	The Treasurer had provided written reports prior to the meeting. The Treasurer reported that the General Fund stands at £8,494, with £735 of this ring-fenced for the R&T Fund.	
4.1.2	BRF	The total funds stand at £71,144. It was confirmed that in line with the current BRF rules, BRF money cannot be used for R&T.	
4.2	Webmaster's Report	In the absence of the Webmaster, this will be discussed at the next meeting.	JV
4.3	PRO's Report	In the absence of the PRO, this will be discussed at the next meeting.	

5.0	Recruitment and Training	<p>(Secretary’s note: This item was moved to the end of the agenda to allow sufficient time for discussion. It is presented here to align with the agenda of the meeting.)</p> <p>The Rumney band had made an application for a grant of £250 from the Recruitment & Training Fund towards the installation of a simulator system to be based at Rumney. Discussions around this ascertained that:</p> <p>Although an initial single-bell was planned, extra sensors could be added at £100 per sensor. 8 is the maximum number that the system has been tested with thus far but, in theory, a 12-bell system is possible. The plan at Rumney is to use this a teaching tool and not a means to facilitate silent practices so extra sensors are not envisaged in the short term. Once purchased, the system would belong to Rumney as they will be proceeding with this project regardless of any funding. The Monmouth Branch also has R&T money, but has not been approached for any funding as Monmouth Branch funds have been ear-marked towards increasing the pool of teachers. Andrew mentioned that a number of local towers already have simulators installed in but the Rumney asset will be portable.</p> <p>David Moore proposed that Rumney be granted this money, seconded by Barry Hayman and passed by the Committee.</p> <p>Matthew had pre-circulated 3 documents to help frame discussions around the production of an Association Recruitment Plan. These included two documents from the Association of Ringing Teachers (Local Recruitment Plan and Recruitment Toolbox) and a draft Association Recruitment Action Plan as a set of ideas to provoke discussion. During the discussion that followed, the following points were noted:</p> <ul style="list-style-type: none"> • The importance of leadership and culture at all levels – both in local towers, branches and at Association level. • The need to prioritise our efforts to perhaps support a small number of initiatives, given the declining resources at our disposal. • The benefits of towers clustering to provide recruitment and training facilities and the need to move away from a “one tower – one band” model. 	MT, HM, JV, PH
-----	--------------------------	--	----------------

		<ul style="list-style-type: none"> • The possible benefits of a central training facility and the benefits of an intensive style of teaching. • The need to ensure that sufficient teachers are available and that the teachers are competent. The need for agreed teaching approach to support shared teaching was also noted as well as the positive experiences of the Association of Ringing Teachers courses. • The need to manage practices carefully when integrating learners into bands. • The possibility of ceasing or re-purposing current Association and Branch activities in order to undertake new recruitment and training activities. • The desire to agree a plan that the Association as a whole could support and work towards. <p>It was agreed that the formation of the Recruitment and Training Plan required input from the whole AMC and it was agreed to organise a special meeting prior to the next scheduled meeting of the AMC to discuss this single item.</p>	
6.0	Bell Restoration Fund and Tower News		
6.1	Grant applications received	None	
6.2	Towers with grant aid outstanding	None	
6.3	Llanarth (bells)	Nothing further to report	
6.4	St Athan	The work at St Athan is moving towards making decisions about planned work which may cost a large amount as there is a significant amount of work to be undertaken.	
6.5	Usk	Tower repointing work is making slow progress.	
6.6	Whitchurch	Lynne reported that the Insurance Claim has been turned down so the tower is fund raising and a faculty submitted. David Moore had been advising and work could start in a few months. Some preliminary belfry maintenance work is ongoing. A request to the BRF will be made e.g. to replace part of the frame. It was noted that the BRF won't be able to make grants to cover repairs to the Tower structure.	LW

6.7	Aberdare	Church will be closed for renovation at the end of the year.	
6.8	Neath	Pointing work is finished but no ringing practice yet.	
7.0	Social Events		
7.1	KRO	A successful social event was held in August. An event organised for 18th November	
7.2	Pitman Trophy	Was successfully held at the beginning of July. Thanks were expressed to those who helped with the smooth running of the event.	
7.3	Quiz Night	13th October – ongoing.	
7.4	All Wales Striking Contest and Fun Day	A venue, judges etc have been organized. A treasure hunt around Abergavenny is planned. The trophies are both in Llandaff – inscriptions are being or have been done (PM to check)	MT and AP, PM
7.5	Association 125th Anniversary, 13th Oct 2018	Andrew has sent a short list of venues around. Overall, Manor Park seemed the best option(proposed by Yvonne John, seconded by David Moore) and passed by the Committee. Andrew will book, giving a deposit. of £500.	AP, HM
80	Other Discussion Items		
8.1	CCCBR and the church insurance company, Ecclesiastical	John will report back in November	JV
8.2	Association Assets	John will circulate the Asset list (which includes templates).. To be discussed in November	JV
8.2	Recording of Bells/Ringing Project	No progress since the last meeting. To be discussed in November	JL and MT
11.0	Any other business	Next meeting will be in Newport Hall on Friday 24th November. Pat has booked Prebendal Hall, Llandaff for a Monday 5 th February 2018.	HM, PM
The meeting closed at 9.11pm			