



# THE SOCIETY OF RECORDER PLAYERS

## MINUTES OF COMMITTEE MEETING

SUNDAY, 18 FEBRUARY 2007

Held at Benslow Music Trust, Hitchin, Herts.

### PRESENT:

Andrew Short	Chairman	Helen Hooker	Musical Adviser
Alistair Read	Secretary	Evelyn Nallen	Musical Adviser
Ulli Burchette	Treasurer	Beryl Craven	Committee
Margaret Shearing	Membership Sec	Sandra Foxall	Committee
Jim Rowley	COS	Helen Jones	Committee
Moira Usher	Training Coordinator	Dick Pyper	Committee
Mary Tyers	Competition Admin		

1. Apologies for absence: The Chairman welcomed everyone and said apologies had been received from Andrew Collis, Madeline Seviour, Colin Touchin, Petrina Lodge and Mary Steele. The death of Colin Martin was noted with sadness. He had been a Musical Adviser, chairman and musical director of Manchester branch, conductor of Wirral Recorder Orchestra and joint conductor of Manchester Recorder Orchestra.

2. **Minutes of the last meeting** held on 22 October 2006 were AGREED. Proposed: Helen Hooker; seconded: Jim Rowley and approved *nem. con.*

### 3. **Matters arising**

Minute 6: It was agreed that there was insufficient time to organise a joint festival and a meeting of the International Congress of Recorder Orchestras (ICRO).

Minute 8 The Chairman reported that the SRP application for registration with the Office of the Scottish Charity Regulator (OSCR) was submitted in October 2006 and acknowledged with the expectation that it would be processed within 3 months. This had not happened, but a notice on the OSCR website announced in December that formal monitoring of "cross-border" charities by OSCR will be deferred for at least 12 months, to allow OSCR and the Charity Commission to align their monitoring programmes and minimise the regulatory burden on cross-border charities as far as possible.

Minute 10: It was proposed by Dick Pyper and seconded by Sandra Foxall that Cumbria be reimbursed with one-third of the profit of the 2006 Festival; the remaining two-thirds divided equally between Central Funds and the Walter Bergmann Fund. It was agreed that, for the future, any profit made by any budgeted activity would be split in a consistent manner, but subject to decision by the Committee in each case. The Committee welcomed an offer by Ulli Burchette for Festival 2008 to be located in a Kent school with administrative support by Moira Usher and other Committee members. It was proposed by Moira Usher and seconded by Alistair Read, that the offer be accepted.. Sandra Foxall indicated that Cleveland Branch is making a provisional offer to host the 2009 Festival. Helen Hooker proposed acceptance of Cleveland Branch's offer, seconded by Dick Pyper. Both proposals were agreed *nem. con.*

Minute 12.4: The Chairman reported that he had written to Paul Clark, Layton Ring and Theo Wyatt thanking them for their long service as Musical Advisers and suggesting that they now retire from that role as they are no longer able to serve on the Committee. All three had agreed readily.

**4. Officers' Reports**—see attached documentation. Unless the officer had anything to add to his/her written report, details are not repeated below.

4.1 *Membership Secretary*: One branch has sent a student-rate subscription for a mature member, a concession arising from a decision of Conference in 1982, not widely known. It was agreed that this is no longer appropriate and Conference will be asked to rescind it. (Action: Secretary to prepare Resolution to Conference). It was further agreed that branches could, at their own discretion, make concessions paid for from branch funds, as many do for honorary branch members.

It was agreed that a page be included on the website for the benefit of branch officials as to which national officer requires what information and by which date. It was agreed that with immediate effect branch returns with subscriptions and branch annual accounts should be forwarded to the Membership Secretary and Treasurer respectively not later than 30 November each year. It was further agreed that members would receive four editions of *The Recorder Magazine* commencing with the Spring (April) issue. There would necessarily be a gap therefore between paying subscriptions in, say, September and receipt of the first magazine.

It was also agreed the Membership List 2007, presently in preparation, would be in A4 format and would include all email addresses.

Margaret Shearing said that the late Colin Martin's library of music was available for any branch to borrow under the usual conditions. Application should be made to her as secretary, Manchester Branch.

4.2 *SRP News Editor*: Madeline Seviour said that, because she was not given proofs from the publisher, she found it difficult to keep track of the contents of her column and most particularly when asked to include specific information of future events. The Secretary undertook to take up the matter with *The Recorder Magazine's* editor, Helen Shabetai. (Action: Secretary)

4.3 *Training Administrator*: Moira Usher's proposed that tutors' rates for SRP Workshops be increased to £75.00 for a half-day and £150.00 for a whole day. (See also Minute 10) This was agreed with immediate effect. Moira undertook to write to branches in an effort to drum up more interest.

4.4 *Treasurer*: Ulli Burchette presented to the Committee certified accounts for financial years 2004–05 and 2005–06. These were accepted by Committee on the proposal of Jim Rowley and seconded by Dick Pyper for 2004–05 and Helen Hooker and Sandra Foxall for 2005–06. Alistair Read proposed and Dick Pyper seconded thanks to Ulli for all her hard work in rebalancing 2004–05 accounts and balancing and presenting 2005–06 accounts on schedule. Alistair said he appreciated what a steep learning-curve the taking of the treasurer's post had been and she was to be congratulated for her diligence and fast acquired skill. No small measure of thanks should also be extended to Ulli's husband, Trevor, for his forbearance. It was agreed that Conference 2007 be asked to vote a national subscription rate of £17.50 for full members; £28.00 for household members; and £13.00 for student members. Ulli's report and copies of the certified accounts are attached.

**5. Conference arrangements, agenda and election of officers**

5.1 *Officers*. Save the post of Chairman, all officers were prepared to offer themselves for re-election. The chairman's job specification had been drawn up by Andrew Short and is included with these Minutes. A copy would be posted on the website.

5.2 Election of branch representatives to Committee. To stimulate interest in the committee's work and involve the branches the committee proposed that the following people be canvassed to stand for election: Debbie Nicholas (BTH); Ann Marshall (NCO); Jane Sellek (WRI); Jane Ellin (SHE); Leoni Shapiro (WRI). The Secretary said he had received one confirmed nomination and one other for which no CV or Finance Act §72(4) disclaimer had been received. On behalf of the Committee, the Chairman thanked Sandra Foxall and Dick Pyper for their services as branch representatives, also Helen Hooker, whose three-year period as musical adviser on Committee was completed. The Secretary said he had taken advice in Dick Pyper's case as he had only served part of a three-year term on the Committee. It would appear he is eligible to stand for election for a further term without the necessary twelve-month stand down period.

5.3 The Secretary said that he had written to Eileen Silcocks to remind her that her next stint as musical adviser to serve on Committee would be effective from Conference 2007. (Since the meeting he had heard that she was willing to serve).

5.4 The Conference 2007 draft agenda was approved.

5.5 The Committee agreed to recommend the new Wales Branch (name subject to confirmation) for ratification at Conference. Proposed: Alistair Read; seconded Margaret Shearing.

5.6 Alistair Read gave notice that he wished to stand down as Secretary at Conference 2008.

#### **6. Trustees' Annual report to the Charity Commission**

The Committee agreed to the 2006 Report to the Charity Commission which had been previously circulated. Proposed, Alistair Read; seconded Moira Usher.

#### **7. Financial Working Party/Gift Aid**

The Committee thanked Dick Pyper for all his hard work in setting up of Gift Aid for the SRP. It was agreed that this money should be paid into the Arthur Ingram Fund, rather than the Central Fund. It was further agreed that items such as the Competition should be transferred from the Central Fund to the Arthur Ingram Fund so that it could be demonstrated that such income was being used for charitable activities rather than routine running costs. Dick's report and branch listing is attached.

#### **8. Web Editor**

The Secretary told the meeting that the Web Editor's post was due for reappointment. Ashley Allerton was willing to continue in post. It was proposed by Moira Usher and seconded by Helen Hooker that Ashley be reappointed till February 2010.

#### **9. SRP Walter Bergmann Fund Sub-committee**

The Secretary told the meeting that the WBF sub-committee was due for reappointment (with the exception of the chairman, which was a Conference annual appointment). Both Sheila Richards and Barbara Law were willing do continue in post. It was proposed by Margaret Shearing and seconded by Ulli Burchette that they be reappointed till February 2010.

#### **10. Pastoral visits coinciding with Branch Playing Days**

It was agreed that pastoral visitors and tutors undertaking SRP Workshops were eligible to claim up to £50.00 per night for bed and breakfast for a maximum of two nights, where necessary in undertaking engagements for pastoral visits or training sessions. Branches

continued to be responsible for evening meal costs. Proposed: Dick Pyper; seconded Margaret Shearing.

**11. Payment to SRP Trustees**

The chairman undertook to write to the Charity Commission for guidance on the payment of professional fees to SRP Trustees. (Action: Chairman)

**12. Indemnity Insurance for SRP Trustees**

It was agreed that Conference be asked to approve payment from central funds of indemnity insurance for SRP Trustees. Proposed: Dick Pyper; seconded: Andrew Short. (Action: Secretary to draft resolution).

**13. Any other business**

13.1 The Secretary said that in response to an enquiry from Nuneaton Branch he had undertaken a survey of children and vulnerable people within the SRP. It transpired that of the 62% of branches that responded, there were no children attending branch meetings other than with one or more parents. Only one vulnerable person had been identified. NFA.

13.2 The Chairman said that the Festival Guidelines had been updated to include comments from recent host branches. Subject to one or two minor alterations, it was agreed that the new edition be made available to prospective host branches and posted on the website. The Secretary undertook to ensure that Kent and Cleveland Branches receive copies forthwith. (Action: Secretary).

13.3 Moira Usher said she had received two enquiries from overseas regarding students attending festivals, one on behalf of a group, described as absolute beginners, in a South African school, the other from a “very intense recorder group” in a Canadian school. It was agreed that the South African enquiry (from a tour company specialising in musical tours) would be told that the festival is not appropriate, and the Canadian enquiry that the festival could be appropriate subject to further correspondence.

13.4 It was agreed that the Chairman should write to Brian and Mary Bonsor on their relinquishing their involvement with Roxburgh Branch. (Action: Chairman).

13.5 It was agreed that a resolution be sent to Conference to amend Rule 10.2: (Branches) to read “... 30 November in each year in accordance with Charity Commission ruling.”

13.6 Following the demise of Milton Keynes Branch: it was agreed that Central Committee would endeavour to give assistance to branches in temporary difficulties, e.g. without musical director or seriously declining membership and may authorise an extra pastoral visit in some cases.

13.7 On behalf of the Committee, Alistair Read thanked Andrew Short for his 11 years’ hard work as chairman and said it had voted, *nem. con.*, that he be nominated for an honorary life membership for his services to the Society. The Committee showed its appreciation in the usual manner and Andrew expressed his thanks. (Action: Secretary).

13.8 The Secretary undertook to draft a standardised application form for use in all branches for consideration by the Committee at its April 2007 meeting.

**14. Dates of future meetings**

14.1 Conference, The Mount School, Dalton Terrace, York YO24 4DD, Sunday 1 April 2007, 09.30 for 10.00 am.

14.2 Post-conference Committee meeting to follow immediately upon close of Conference.

14.3 Benslow Music Trust, Hitchin, on Sunday, 14 October 2007 (provisional date)

The meeting concluded at 15.00 hr.