

## **Amalgamated Reports to SRP Trustees meeting on 29<sup>th</sup> October 2022**

### **Treasurer's Notes for meeting 29<sup>th</sup> October 2022**

#### **Statement of balances at 31<sup>st</sup> August and draft accounts for 2021/22**

Branch accounts to follow – the branch returns are starting to come in but I'm not expecting to have all of these for several weeks yet. With the gradual return to normality, activity at branch level is reflected in the central accounts in PVs and workshops, and activity at national level is reflected by Conference and meeting costs

#### **Central Fund**

- Subs are steady against 2021
- PV travel costs for 41 PVs £4,400
- Conference £3,800, committee meeting £1,500, Festival £1,600
- Membership list, inc postage £1,800
- Fund balance is unchanged at £71k, income equals expenditure

#### **Arthur Ingram Fund**

- Gift aid, reduced reflecting the reduction in membership in 2020/21
- Interest rates are slightly increased
- PVs contribution 36 x £75 (not all conductors charge a fee) £2,700
- Grants to NYRO 2 x £1,500
- SRP/Moeck competition administrator paid 12 months x £250 £3,000
- SRP/Moeck competition, Oct 2021, judges and second prize £3,200
- Workshops net cost £1,200
- Fund balance has reduced by £7k to £108k, catch up on spending to further charitable purposes

#### **Walter Bergmann Fund**

- Fund balance is basically unchanged as income equals expenditure, catch up in spending post pandemic
- Clarification of status of Philip Cole is required for terms of reference and where it sits in the accounts as it is not a restricted fund like WBF.

#### **Forecast/budget for 2023**

##### **Central**

- subs remain unchanged, and therefore magazine costs
- Festival cost likely
- Conference costs, greater than 2022 as further to travel
- Trustee committee, 2 in-person meetings
- Insurance, and other small overheads as 2021/22
- PVs, 45, travel £120 per visit

These costs are not met by subs at present level of member numbers and rate of £25 but there are surpluses from 2020/21 £3k and 2021/22 £10k for everyday running costs. It would be nice not to have to raise subs but they have been unchanged for 5 years and members should expect a small increase.

### **Arthur Ingram Fund**

- Gift aid, interest as 2021/22
- Competition entries 20 x £100
- PVs, 45, fees £75 per visit
- SRP/Moeck competition administrator
- Grant to NYRO as 2021/22
- Workshops, net cost £2k

Spending on grants to NYRO and the SRP/Moeck competition reduce this fund which should be expected as part of our charitable support

### **September 2022**

Payments made

- recorder magazine £3,830
- insurance £2,044 including £292 for NYRO instruments
- WBF £850 Palisander, Fiona Smith (schools) £1,022 (Philip Cole)

Receipts from personal members are coming in but most branches have not yet paid their central subs.

Erica Crabtree 051022

### **Secretary's Report, on administrative matters**

- i) A 60-year SRP long service certificate was delivered to Mary Bonsor, by Jill Taylor.
- ii) We have received 3 nominations for additional Honorary Life Members – to be discussed as agenda item 6b.
- iii) Update on number of Pastoral Visits requested to date. Thirteen Pastoral Visits should have taken place by the time of our meeting, with a further ten planned by the end of the year, and another eighteen next year. Six have been set up for 2023-4. Three branches are now fully booked up, but there are still six who have no visits booked.
- iv) A request from a prospective new Visiting Conductor has been referred to the Musical Advisors for their advice.
- v) Further to item 6.3 in the July minutes, the proposed trial of a feedback form for Pastoral Visits has been held back, following concerns by one of the Musical Advisors. Trustees may wish to discuss this further at a future meeting.

- vi) The Treasurer was sent a number of enquiries from branch committees about charges for Playing Days. This prompted an item in the update to branch secretaries, restating the guidance to branches on this matter, to ensure that only the local branch members are given a discount.
- vii) The Secretary received an enquiry from a player, now a visitor, but previously an SRP member, about accessibility to branch meetings, after being unable to enter the venue in a wheelchair. Branch committees have been reminded of their responsibility, and legal duty, to provide access for anyone regardless of disability.
- viii) South London branch have reported dwindling membership numbers, and are considering merging with another branch. Is there any history of SRP branches merging?
- ix) Some sections of the website have been relocated to make more sense; the text about the 2012 to 2020 Report has been moved to within the SRP History section, from where the report itself can be accessed. A few other pages relating to SRP history have been tidied up. There is also a history of the recorder, within "About the Recorder".
- x) The revised *Safeguarding Policy* has been uploaded onto the website, as a stand-alone policy, (though still forming part of the Rules). The *Data Protection Policy* has also been moved to be stand-alone. The Rules have been modified just to refer to the move of these 2 policies, and Conference will be notified.
- xi) Some of the policies on the website are overdue for review. An approved update of the *Privacy Policy*, made by Penny in 2019, was never uploaded to the website; this has now been checked and uploaded onto the website.
- xii) The *Equal Opportunities Policy* and *Complaints Policy* on the website date from 2002, and 2013/8 respectively. Both require updating, and have been labelled as "under review" on the website. A table of SRP policies and guidance is maintained by the Secretary.
- xiii) Following notification about the death of a few members recently, the Chair and Secretary discussed the SRP website obituary section, and the processes to be followed. We feel that the section of the SRP website for obituaries should only be for those closely associated with the organisation of the SRP – Presidents, Vice-Presidents, Music Advisers and Pastoral Visitors. There were some notable omissions in the list currently displayed, which have now been added.
- Obituaries or notices of the death of branch members can be uploaded to the appropriate branch pages. It is less clear what to do about death notices for those people who are influential in the recorder world, but not members. The obituary list on the website does include some of these names.
- Latest News* allows a notice of a death to be posted. Where appropriate obituaries may be printed in The Recorder Magazine, and/or in the SRP pages of that publication. Trustees are asked for their opinions and assistance with the process. See item 6c on the agenda
- xiv) Jean Campbell has sent an update to Trustees – sent with agenda – see item 6d
- xv) The Secretary has created the first draft of the Trustees' report, which now requires some comment and additional information from the Trustees. Document sent with the agenda for comments as item 6e.
- xvi) Information has been received from the Charity Commission, and a summary has been circulated to the SRP trustees, for discussion. See item 6f on this agenda

xvii) The Secretary cast votes, on behalf of SRP, for new board members of Making Music, selecting those who were active musicians with advocacy or organisational experience. We received a request to submit data to The Big Survey, but this is not constructed in a way to which SRP can respond.

xviii) During August the Chair and Secretary had correspondence with Ulli about adding a disclaimer to the *Events* list that she produces, to state that not all events listed are sanctioned / approved by SRP.

xix) There have been enquiries about commissioned music; from composers. There seems to be no guidance about how and when music is commissioned, other than for Festivals. Guidance on suitable criteria and costs would be helpful. See item 6g on the agenda

xx) Some SRP archival material has been offered from a relative of a past co-founder.

V.Giltrow-Tyler 13 October 2022

## **Membership Secretary Report – October 2022**

### **Renewals**

At the time of reporting not all branches have marked their renewals despite (several!) requests to do so. We currently have data from 42 branches showing a total of 879 members. Together with Personal Membership (93 members) there are therefore currently 972 members. Branches have informed me that renewals are coming in somewhat slowly as AGMs often take place quite late and these are needed to discuss/verify branch subs increases. I think venues have been increasing their charges this year (as their costs rise) so this has had an impact. There have obviously been gaps in membership because of COVID so I think getting in touch with these members has also been slowing renewals down.

[Past totals for reference: 2019/20: 1446; 2020/2021: 1226; 2021/2022: 1274]

### **Merging Personal Membership and Membership Secretary roles**

Branch Membership and Personal Membership are both now handled by the Membership Secretary and there is no separate Personal Membership Secretary. Since 2021/2022 joining and renewing as a Personal Member can be done online and renewal reminders are generated by the system and sent by me. Members can renew online in terms of editing their own details (which are then automatically edited on the database) but there is no 'payment' facility within the process and so actually making the payment can get overlooked. New members also overlook the 'paying' bit and chasing payments is time consuming. Overseas members in particular need to be able to pay more easily and the processing of credit cards via Northern Bee Books is not really acceptable because of the issues around getting credit card details (to me) securely by email.

## Online Branch Membership

In the summer Anthony Hall developed the online membership facility so that it could be made available to branches. This enabled branches to:

- send reminder emails with members' current details and renewal instructions.
- allow members to renew online and to update their personal details themselves.
- provide a link for new members to apply online to their branch rather than use a paper form.

I contacted branches in August to offer this option and made it clear it was entirely optional. Eight branches took up the offer. There were some significant (and time consuming) early problems as it became clear that some members had their renewal emails blocked by their ISP. Fortunately as my branch was participating I was one of the members who didn't receive my renewal email so the problem came to light quite early! Anthony Hall and Nigel Birch eventually resolved the problem.

## LIFEM Exhibition (10 – 12 November)

Sadly there were no positive responses to my email sent to 'alloffices' in September asking for help on the SRP stand at the exhibition. As a result, I have asked for help from volunteers from previous years or those who I knew were planning to go this year. I will arrive early to set up on the first day (Thursday) and will be there from (at the latest) 11.00am on Friday and Saturday. I will stay until 5.00pm (the close) each day. Ulli is happy to cover the first hour on Friday and Saturday and Richard Webster, Maria Lemonidou & Josée Beeson are all attending the exhibition on one or more of the days and will cover while I have a break.

Penny Clarke October 2022

## SRP Workshops

At the present moment, four workshops have been booked from September 1<sup>st</sup> 2022;

**20<sup>th</sup> Century Music** delivered by Moira Usher on 1<sup>st</sup> October for Bath SRP.

**All That Jazz** to be delivered by David Moses on 22<sup>nd</sup> October for East Berks SRP.

**Gabrielli** to be delivered by Andrew Collis on 25th Feb 2023 for Sheffield.

**Byrd Fantasias** to be delivered by Anne Martin for West Riding.

Word of mouth is a very powerful tool, and whilst attending SURF this year, a short discussion over lunch with a U3A member, who was having problems with her group changing instruments and moving off the descant, resulted in much animation, as she had just spoken to a conductor on the course, resulting in, when the diary permits, a workshop on "Moving from a 'C' instrument to an 'F' instrument ", by that conductor.

Whilst playing in a session at SuRF concentrating on Swing music, several participants were asking about a "Swing workshop please."

Advertising on the SRP website, the e-News, and The Recorder Magazine will continue to 'drip feed' workshop information to encourage participation.

Steph Sutherland, Workshop Co-Ordinator

## **Walter Bergmann Fund Report October 2022**

The Walter Bergmann Fund Sub-Committee is made up of 6 voting members and 2 advisors: Jill Taylor (Chairwoman, but still waiting for ratification from the Trustees of the SRP Central Committee)

Debbie Nicholas - Secretary

Ann Tempest, Francis Knights, Pat Hopkins, Samuel Constable, Chris Orton and Sarah Jeffrey

The WBF Sub-Committee meets 3 times a year, February, May and November. At each meeting we discuss all applications. We agree to provide funds if there is enough financial detail to prove the need for a grant and we deem them to have a case worth supporting within our remit.

During this year to date, we have had 10 requests for funding. 8 were approved and 2 are pending awaiting our next meeting.

One group requested funds from the Philip Cole Bursary for workshops in schools. This had already been approved just before the pandemic but was postponed until now and will be taking place this Autumn Term. One group requested help towards travel expenses to take part in a competition.

We have had a large number of instruments donated and most of these have now been serviced either by The Early Music Shop or Cambridge Recorder Services. We have also had a great deal of music donated. A donation is asked for both music and instruments, and nearly everything now has new homes.

At the end of September, the WBF stood at £26,037.40 and the Philip Cole Bursary stood at £ 8,853.79

D.Nicholas