



The Society of Recorder Players

Registered Charity No. 282751, SC038422

President: Jonathan Dove

MINUTES OF TRUSTEE MEETING Sunday 29th October 2022 by Zoom

PRESENT:

Jim Grant	Chair	Debbie Nicholas	Trustee
Val Giltrow-Tyler	Secretary	Samuel Constable	Trustee
Erica Crabtree	Treasurer	Rod Callow	Trustee
Penny Clarke	Membership Secretary	Alyson Lewin	Musical Adviser
Jill Taylor	Trustee	Caroline Jones	Musical Adviser

1. Welcome and Apologies

The Chair welcomed most of the SRP Trustees. Apologies were received from Steph Sutherland (Trustee).

2. Conflicts of Interest

No conflicts of interest were declared at the start of the meeting

3. Minutes of previous Trustees' meeting

3.1 The second draft minutes of the meeting held on July 10th 2022 were approved.

Proposed Penny Clarke **Seconded** Samuel Constable **Carried** unanimously

4. Any other urgent business

4.1 The Secretary noted that a report on the SRP/Moeck Competition had been provided by Sarah Langdon, and would be covered under item 6

4.2 The Trustees had a brief discussion about underwriting the 2023 SRP Festival in Edinburgh, following notice from the caterers that they could not guarantee that quoted costs could be adhered to. Central SRP funds can be used to back events where there has been a reasonable budget set, in discussion with the Treasurer, to at least break even.

4.3 The Trustees were advised that the new chair of NYRO would be attending the meeting later on, and there was a brief discussion about future liaison.

5 Report from Treasurer

5.1 The Treasurer presented the current balances, and a summary of recent account activity, for each of the three national accounts.

5.2 The Treasurer noted that activity at branch level is returning, indicated by recent expenses on pastoral visits and workshops. The national level of activity is reflected in the costs of Conference and meetings. All costs are likely to rise in the coming year, which will affect future subscription rates.

5.3 Trustees were reminded that the Arthur Ingram Fund is used for SRP charitable purposes, such as the SRP/Moeck Competition, grant to NYRO, workshops and a contribution towards Pastoral Visitor fees. A reduction in income from GiftAid was noted; this provides most of the income into the Arthur Ingram Fund.

5.4 The Treasurer reported that when a branch has planned a visit by a pastoral visitor, but not applied for authorisation, they are invited by the Secretary or Treasurer to consider doing so, to help with expenses of the day. An occasional retrospective request has been approved, with payment made.

5.5 The Treasurer reported that ten branches had not yet submitted accounts, so the final accounts for 2021-2 cannot be completed. These will be available for the December meeting.

5.6 The Treasurer reminded Trustees that costs of the competition have to be looked at across the 2-year cycle, for comparisons.

5.7 The Treasurer provided a comparison of the forecast for 2021-22 with the actual figures, showing membership levels were higher than forecast. A forecast for 2022-3 was also shared, allowing a calculation of a suggested membership fee for 2024-5 of £29.80

The Chair proposed a vote of thanks to the Treasurer for her reports and explanations, and for her valuable work as Treasurer.

Proposed Jim Grant

Seconded Penny Clarke

Carried unanimously

6 Report from Secretary

6.1 The Secretary had provided a written report on various administrative matters that were dealt with since the July meeting, and added some supplementary information.

6.2 Branch officials had been reminded of the need to ensure accessibility to branch meetings, and of the rules about charging visitors for branch events, to ensure that only the local branch members are given a discount.

6.3 Three proposals had been received for nomination as Honorary Life Members of the Society; awarded for persons who have given distinguished service to the Society. It was agreed that Ulli Burchette, April Munday, and Mary Bonsor would be proposed at Conference. The Secretary will confirm that they are willing to stand.

Action: Secretary to prepare resolutions. It was noted that a resolution will be required to facilitate each appointment at Conference.

6.4 Trustees were reminded that branches can elect branch members as branch honorary members, where the central membership is paid from branch funds. Branch officials can also apply for long service certificates to recognise contributions made by long standing branch members (25, 40, and 50 years)

6.5 The Secretary reported that branches are steadily taking advantage of the opportunities for extra Pastoral Visits, although some branches have yet to organise any. In response to a question from the Chairman, the Secretary can confirm that all branches have been entitled to book up to five Pastoral Visits between September 2019 and August 2024.

6.6 The previous suggestion for feedback forms for Pastoral Visits has been put on hold, following concerns from one of the Musical Advisers, and will be revisited in the future.

6.7 The Secretary reported interest from a potential new visiting conductor, known to some of the Musical Advisers, but none have seen her conduct recently. As the requirements of a Pastoral Visitor are quite detailed, the Chair confirmed that an observed conducting session should be arranged

Action: Secretary to discuss arrangements with candidate and a Musical Adviser

6.8 Some sections of the website have been re-organised to make more sense, including *History* and *Obituaries*, and updated policies have been uploaded. Other policies are awaiting review, and marked as such.

6.9 Jean Campbell had sent a report about her plans for the SRP News section of the winter 2022 edition of The Recorder Magazine, indicating that she could manage to fill a seventh page of news. Trustees were most appreciative, and pleased to know that after 3 years Jean reports that she continues to find the role interesting. The Secretary was asked to thank Jean for her enthusiastic contribution.

6.10 The Secretary provided recent updates from the Charity Commission, which refer to the new Charities Act, and a revision of the annual questions asked. SRP is likely to be asked how many volunteers help the Society; an estimate will be made from the membership database, which lists branch officer and committee roles, where provided by branch officials. Trustees were encouraged to view the most recent Charity Commission 5-minute guides.

6.11 The Secretary had circulated the first draft of the Trustees' Report for the Charity Commission. Trustees were asked to send in extra information about SRP activities that might be included.

6.12 The Secretary had gathered some information about SRP commissioned music (for Festivals and other), from Moira Usher and Evelyn Nallen, which may be useful to future Festival organisers, or for responding to enquiries from potential composers. This will be consolidated for future enquiries. The last SRP (non-Festival) commission was in 2018. Trustees agreed that commissioned works have to be playable by SRP members, with a suitable number of parts and instrumentation.

6.13 The Competitions Administrator had submitted a report about the arrangements for the SRP/Moeck Competition winner's recital at LIFEM in November. This promises to be an enjoyable programme.

6.14 Plans for the 2023 Competition are progressing, with three judges lined up. Trustees were asked to think about the possibility of a performance by the judges, during the LIFEM event.

The Secretary was thanked for her work and her report.

7 Report from Membership Secretary

7.1 Penny reported that three branches have not yet submitted any membership renewal details, but current membership stands at 1,041. This is lower than previous years, but she is confident that numbers will rise to match these in the coming weeks.

7.2 Only 23, out of a previous 31, affiliated groups have renewed to date.

7.3 Penny reported that the joint role of processing branch and personal membership has provided some teething problems, but should work well.

7.4 The technical process for allowing online personal membership works well, but does not include payment, which has to be done separately, and appears to have been overlooked by some recent applicants.

7.5 The Treasurer and the Membership Secretary would like the facility to pay renewals online. The process of credit card payments being processed by Northern Bee Books is unacceptable, and will need to change. Using PayPal costs SRP for each transaction.

7.6 Online branch membership is now available to any branches that wish to use this. This had some initial technical problems, mainly due to an ISP blocking renewal e-mails. The webteam were able to resolve these after some investigation.

7.7 The Membership Secretary has been leading on providing an SRP stand at the LIFEM exhibition in November. Volunteers have been slow in coming forward, and this should be addressed for future exhibitions.

7.8 SRP offers a Corporate rate for affiliation for businesses associated with the recorder, for an annual sum of £75. This entitles the business to *The Recorder Magazine*, a copy of the members' list, Festival music, SRP communications, and participation in any of the Society's activities. These businesses, currently only 2 (Mollenhauer and Julie Dean), are listed on the SRP website, as corporate members, with a small section about them, and links to their websites. One of the corporate members has asked for an improved profile, and the Chair agreed that a higher profile for corporate members would be welcomed.

Penny was thanked for her input in these areas, and for her efficiency with membership.

8 Meeting with NYRO Chair

8.1 Ruth Bryson, Chair of NYRO joined the Trustees for a discussion about improving relationships between SRP and NYRO.

8.2 The SRP Chair explained that this is a time to establish some stability within SRP, but that he would like NYRO and SRP to be able to work together more closely.

8.3 In response to an enquiry from Ruth, the SRP Chair explained that most SRP recruitment is by word of mouth, and via the SRP website. The Membership Secretary reminded Trustees that NYRO course participants are given a simple form to complete if they wish to become a member. Only 3 students have taken up this offer.

8.4 Ruth explained that this has been the first year for NYRO to return to in-person playing. Some participants found it hard to travel to one day events, but have been able to participate in online sessions, and these shorter courses will continue, as NYRO Minis, alongside the longer, in-person events. The online courses attract those who don't live near to some of the hubs such as the Birmingham Conservatoire, Heart of England Recorder Orchestra, and Chethams etc.

8.5 The Easter course attracted smaller numbers, but the recent summer course had sufficient students to allow a training and main orchestra. Participants have a wide range of abilities and it has not been easy to assess these without an audition, which happened pre-pandemic, but auditions can be intimidating and hard to access. Applicants are now encouraged to submit an individual piece to assist in grouping players of similar abilities.

8.6 NYRO are hoping to celebrate their 21st anniversary as a coming-of-age, and hope to be able to reunite past alumni from NYRO at the celebration. Contact has been lost with some of these young people, particularly if they don't go into the music profession, but NYRO are making efforts to get back in touch. Past students, or their parents, can be useful sources of support, both practical and financial.

8.7 NYRO alumni days have run successfully in the past, but there was insufficient support in 2022.

8.8 Caroline reminded those present of the new Students Recorder Society referred to in *The Recorder Magazine*.

8.9 There are difficulties attracting the next generation of students, as the organisations that used to feed these into the system have changed their structure, and music hubs across the country vary in the way they do things.

8.10 The NYRO finances are on a better footing now, and should allow payment for the administrator full-time soon. Other sources (than SRP) are applied for, but few are successful.

8.11 Trustees should discuss whether any criteria should be attached to the grant, to assist the NYRO Board in forming their grant application.

8.12 The Treasurer noted that NYRO and SRP seem to be addressing similar problems in their organisations, particularly in terms of a route for approaching young players.

8.13 The Chair thanked Ruth for her useful report, and for plans to strengthen the relationship between NYRO and SRP, who both have the broad aims of supporting the recorder and recorder playing. He also thanked NYRO for the opportunity of free tickets for the recent NYRO concert, and stated that SRP should continue to ensure there are joint communications about events, keeping an eye on each other's website.

8.14 Caroline mentioned the possibility of a NYRO slot at the 2024 Festival. Ruth stated that NYRO has no dates planned for 2024 yet. [Easter Sunday 2024 is on March 31st.]

9 Update from Workshop Co-ordinator

9.1 Steph, as workshop co-ordinator, was unable to attend, but had submitted a report on recent workshops, with suggestions for some additional topics.

9.2 Promotion of workshops on the website, in e-News and the list provide with *The Recorder Magazine* works well.

9.3 The Chair thanked Steph, in her absence, for her update, and her enthusiasm.

9.4 Steph proposed a Zoom session for branch secretaries about workshops, local music hubs and general branch problems. This was thought to be particularly for branch secretaries who feel that they are working in isolation. More details will need to be considered at a future meeting. Trustees were reminded of the request at the Ipswich Conference, to provide breakout meetings for branch officials to confer, but the timing of the 2024 Conference is unlikely to allow this on the same day.

10 Report from Walter Bergmann Fund

10.1 Debbie provided a report of recent activities and requests. Most of the requests were from 18 to 24 year old students, requesting treble recorders, with an additional one from a schoolchild wishing to attend a NYRO event.

10.2 The Philip Cole Bursary had been used to pay out for an event for disadvantaged schoolchildren, which had been agreed, and set aside, before the pandemic.

10.3 Following a question from the Treasurer, it was confirmed at this meeting that, on behalf of the SRP Trustees, the WBF sub-committee will adjudicate all applications sent to the WBF, and they will decide whether Philip Cole Bursary funds should be used.

10.4 It was also clarified that the Philip Cole Bursary was left to the WBF, with money to be set aside for the aims stated at the time. The Treasurer will ensure that future documentation places this bursary fund in the correct place.

[1999 It is a condition of the gift that grants bear the donor's name The SRP committee of that time agreed this would be used to support workshops and similar events in Schools and to provide financial assistance towards travelling costs etc. to the winner of the Moeck Competition in connection with the prize recital. More recently the Trustees allowed WBF to award grants from the capital, as the interest is now negligible]

10.5 The Trustees were asked to consider a nomination of Jill Taylor as WBF Chair. Jill was duly elected by the Trustees.

Proposed Debbie Nicholas **Seconded** Jim Grant **Carried** unanimously

10.6 The WBF terms of reference will require further revision, to refer to the separate roles of Chairman and Secretary, as these had previously been carried out by one individual.

11 Review of all fees and expenses

11.1 The Secretary explained that there will be an annual review of all expenses and fees, and then of membership subscriptions, at each October meeting. Trustees had been circulated with a list of these, and recent values, for their consideration.

11.2 It was agreed that the travel per mile should be increased to the rate currently advised by HMRC, which is 45p per mile. This will take immediate effect.

Proposed Jim Grant **Seconded** Val Giltrow-Tyler **Carried** with one abstention

11.3 The Treasurer reported that Pastoral Visitors have reported difficulty finding suitable overnight accommodation at the current rate of £75, this being the figure below which they are encouraged to book. Following some discussion, it was agreed that this figure needs to rise. It was agreed that this should be set at £100, from 1st January 2023, and will apply to all accommodation claims.

Proposed Samuel Constable **Seconded** Erica Crabtree **Carried** unanimously

11.4 In recent years branches were asked to contribute £30 towards the costs of their delegate attending SRP Conference. This was waived for the 2022 Conference, which was thought to encourage attendance, and reduces administration. This charge will no longer be made.

Proposed Jim Grant **Seconded** Erica Crabtree **Carried** unanimously

Action: Secretary to update all affected documentation, and inform branch officials, Pastoral Visitors and SRP named post holders etc.

11.5 The Treasurer reminded trustees that the £75 re-imbusement to branches is intended to support the fee of Pastoral Visitors, not to cover it in full, and is not aware of any pressure that this causes branch officials. It was agreed to retain the £75 contribution towards the fee of pastoral Visitors

Proposed Jim Grant **Seconded** Rod Callow **Carried** unanimously

11.6 The Chair proposed that workshop tutor and participation fees should be retained, as these had been adjusted fairly recently.

Proposed Jim Grant **Seconded** Erica Crabtree **Carried** unanimously

11.7 The value of prizes for the coming SRP/Moeck competition had been increased at the July Trustees' meeting, to £1,000 for the second prize, and to £750 for the third prize. Trustees confirmed that payment of the third prize should now be from the Arthur Ingram fund. These will normally be considered on a 2-year cycle, from October 2023, to fit in with the administrator's requirements. This meeting was asked to consider payments to the judges for the next competition, for which information had previously been circulated.

11.8 The Trustees agreed that the fees for judges could be increased if necessary, and this will be considered next year as part of the 2-yearly review.

11.9 The Philip Cole Bursary remains available to cover recital travel expenses

11.10 The fee paid to the Competition Administrator to deliver the competition and recital will be increased at the next contract review, by 10%.

Proposed Jim Grant **Seconded** Samuel Constable **Carried** unanimously

Action: Secretary to liaise with Competition Administrator

11.11 The Treasurer had predicted an increase for the full membership to £30 from September 2024, to cover predicted expenses, with no increase necessary next year. Other Trustees felt that the subscription should be raised more regularly by smaller amounts, but this involves more administrative effort. The Trustees were unable to reach agreement to raising subscriptions now, felt to be justified by generosity in offering extra Pastoral Visits, having increased some expenses rates and protecting the Society's assets, particularly when the Society holds considerable assets. This item was deferred to the December meeting.

12 Conference and Festival 2023

12.1 Anne Martin joined the meeting to update the Trustees on progress with planning the 2023 Festival in Edinburgh. The venue is booked, with 16 conductors participating, a talk on William Byrd, in the 400th anniversary of his death, and a concert by Annemarie Klein and friends. A work has been commissioned by Marg Hall, and Anne has created a piece to involve local school children.

12.2 Booking is expected to open mid-November.

12.3 Anne was re-assured that, subject to a sensible budget, central funds will cover a situation if the catering costs are hard to control.

12.4 Anne and her committee were thanked for their hard work in organising the Festival, especially in the light of necessary changes to the chosen venue, and concert performers.

12.5 The Secretary had provided advice from Making Music and the Charity Commission to update the Constitution with text to formally allow meetings by electronic means. This will form part of a formal resolution for the 2023 Conference.

Proposed Val Giltrow-Tyler **Seconded** Jim Grant **Carried** unanimously

Action: Secretary to prepare resolution for Conference

13 Festival and Conference 2024

13.1 Caroline Jones has proposed South Wales as a venue for the 2024 Festival and Conference. A number of possible venue options were presented. There are difficulties balancing venues with suitable accommodation and transport links, and these are still being investigated.

13.2 Caroline is keen to involve NYRO and U3A groups in the weekend events, and hopes to commission a work for recorders and harp.

13.3 Caroline was thanked for her proposals, and trustees look forward to hearing more.

14 Contents of the website

This item was deferred to a future meeting, through lack of remaining time.

15 External Publicity

15.1 Earlier in the meeting, there was a suggestion to pay for a colourful advert in the U3A magazine, to make U3A recorder players aware of SRP, and encourage membership.

15.2 The Secretary had been in correspondence with Sarah Langdon about a specification for a Publicity Officer, and Sarah had provided a draft proposal. This will need to be passed to the publicity working group for further consideration, as previously agreed. Sarah has indicated that she is not in a position to take up this role.

Further discussion on this topic was deferred to a future meeting through lack of remaining time.

16 Planning towards next SRP President

16.1 The Secretary had provided some chronology for reference. Jonathan Dove was appointed as President in 2017, for a seven year term. This is a change from the Society's previous practise of a life-time appointment.

16.2 The 2020 Rules allow the Trustees to renew the appointment of the current President once. The Chair proposed that Trustees should use the opportunity provided by the 2020 Rules to appoint someone new.

16.3 Trustees should be looking for someone with a high profile from within or outside the SRP.

16.4 The process will be discussed at the February Trustees' meeting.

17 Dates and venues of next Trustee meetings will be

Saturday 10th December by Zoom, morning only

Sunday 26th February at Aztec West, Bristol, all day

Sunday 7th May by Zoom

Sunday 23rd July in-person, possibly at Aztec West, Bristol, all day

The meeting closed at 17.04