

The Society of Recorder Players



Registered Charity No. 282751, SC038422

President: Philip Thorby

Minutes for SRP Trustee Meeting 25th November 2025 (zoom)

Present:

Trustees: Moira Usher (Chair), Penny Clarke (Membership Secretary), Erica Crabtree (Treasurer), Rod Callow, Jill Taylor, Pamela Flanagan

Musical Advisors in attendance: Lyndon Hilling, Sandra Foxall

Observing: Jane Sellek

1. Welcome and apologies for absence

Moira formally welcomed Jane Sellek as an observer in lieu of being formally co-opted.

Apologies were accepted from Debbie Nicholas and Stephanie Sutherland

2. Conflicts of interest

There were no conflicts of interest relating to the agenda

3. To approve the draft minutes of the Trustees' meeting held on 23rd September 2025

The draft minutes of the Trustee meeting September 23rd 2025 were approved subject to Section 6 and section 9 which needed tweaks to wording.

They were approved unanimously by all those who attended the last meeting.

4. Matters Arising from 23rd September 2025 not otherwise covered by the agenda.

<i>Matters Arising from the last meeting not elsewhere on the agenda:</i>	<i>Comments on actions I already know about (to convey in the meeting)</i>
Moira has not moved the website forward but will have it started before Christmas.	Rod has agreed to lead on this
The Rules committee will next convene at the start of October and Pamela will send round the zoom link.	Met 1 st and 7 th October Draft discussed at this meeting
A new membership secretary to be sought	Put in the E-News and sent round to membership secretaries. Further action to send round more widely via email.
LB to write to NYRO to explain that any returned recorders will be loaned more widely. They can apply for their use in future if needed.	Done. Discussions with NYRO on going
Moira to contact the PVs who are too unwell to continue	Done and removed from visitors' list

Philip to circulate the suggestions via the secretary	done
NCVO to be contacted for a model anti-bullying policy	Unacceptable Behaviour Policy being considered
EC to request a budget from the 2026 Festival organisers.	Done
Trustees to further consider the role of contact for festivals	Joyce Rudall has offered, having helped a lot with the 2026 festival
PT to write to Jim re HLM	Done
LB to ascertain names of previous competition administrators	Done and sent to Sarah
MU to contact EMS owner re money not yet paid and to arrange a meeting; EC to send contract to MU	Done - £3,000 received from EMS on 31 st October 2025
LB to inform branches of idea to play Bonsor pieces during the year as he would have been 100 in 2026 – to let Mary Bonsor know of pieces played.	Done – via eNews and branch secretaries
MU to discuss the design of the Classical Music Magazine advert with Helen Hooker	Helen feels unable to do this.
Costings to be sought by all for digital storage + contact Jerry to see if they have already done it	Jerry Burbage bought rights to all past copies from Schotts. We cannot scan in without his permission

5. Date of next meeting:

January possible dates given: 12th, 13th, 19th, 20th January - zoom

17th March was suggested as the next face to face meeting (with reports for conference to Liz by 27th Feb and deadline for receiving nominations and resolutions and for sending out paperwork by 13th March.)

Action: To send round email re January date.

March meeting agreed but as a zoom. (meeting after conference to be face to face)

6. Update on database transfer - the switch over to MY Clubhouse

Data transfer complete. The intention is to have this finished before Christmas. Penny questioned whether there would be a membership secretary manual for the SRP Central Membership Secretary.

Action: Moira to check if MCH will be first point of contact for branches or whether a manual for the central membership secretary is needed.

7. Nominations from Trustees for new Honorary Life Members

Discussion about the concept and whether serving people should be nominated. Vote by a narrow margin for not nominating serving members.

8. SRP owned instruments – where to store them / loan scheme

Discussion about whether or not to leave instruments with NYRO. NYRO only use them for a maximum of 10 days per year and other groups could have access to them between NYROs summer courses. Further discussion about how to run a hiring programme and where the recorders would be kept.

Action: To explore further when the recorders were bought, which are ours and which are NYROs. Sandra agreed to help with this.

Ask for the ones not played back from NYRO and ask when and for how long they are needed for future events.

Erica will look at the worth of the instruments and offered space to store the returned recorders in the first instance.

Trustees to explore possibilities with known music shops and anywhere else that may be possible.

Chair to write to NYRO requesting the recorders back when we are clearer about ownership.

9. Financial Updates from the Treasurer

Erica was thanked for all her reports including updates for this meeting and the Year End Reports for Conference.

Erica explained that activity is as usual. 8 branches are still to send subs. Erica feels all treasurers now seem to be really good at responding.

She is still having difficulties with Nationwide but working through it.

Re. year end accounts:

- There was a query on sale of goods – this is an historic label and Erica will change it as we do not have a trading arm.
- Erica noted the donation from EMS for WBF and central show as prominent sums on the account.
- WBF – a question was asked about the large balance and whether more could be done to encourage schools to apply for the Philip Cole Bursary.

Erica explained that the The WBF Terms of Reference state that we can't make awards of more than a third of the amount held. Erica agreed that more could be done with the Philip Cole Bursary, letting schools know the money is available.

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Treasurer's advice, following a related question is to keep any branch funds below £3,000.

10. Updates from trustees and others:

a. Membership secretary

Penny reported 1282 members currently (1356 last year) so good at this point in the year. There are also 32 affiliated groups currently.

b. Secretary

Liz mentioned the PRS email sent to branches.

c. WBF

- Jill reported that at the last meeting the WBF committee made four awards – three for recorders (£850-£1000) and one for recording a piece of music for students to become aware of electronic music. This was a small amount to hire a recording studio.
- the point was made that more could be done to encourage schools to apply for the Philip Cole Bursary.
- a question was asked about whether we are donating enough as the balance seems to be large and a question was raised about whether the advised maximum award should be £1000 - it is currently at £850.

Erica explained that the WBF committee can provide grants of up to 30% of available monies in any one financial year where appropriate. Proposals to spend significantly more must be referred to the SRP Trustees. Donations received at the end of the year may give the impression of underspending but the award of grants is also dependent on the level of applications.

Jill proposed changing the WBF Terms of Reference so the maximum number of people on the committee could be eight. Lyndon agreed to be a WBF committee member. **Pamela seconded this and all agreed.**

d. Jean Campbell

Trustees read through the report and remarked on the wonderful job Jean does for the SRP in the magazine. They wished to thank her for all her hard work.

e. website

The suggestion has come for a working group including web editors, and a Wessex member. Erica is happy to join the task force. Trustees agreed this was a sensible way forward using the questionnaires completed already to draw up a document outlining what the new website requires.

Action: To change WBF Terms of Reference

To organise membership of the working group on the website

11. Rules revision – presentation of the draft document from the working party

The newly revised document was circulated to those present at the meeting, and the Trustees thanked the working group for their time and work in preparing the document.

Following discussion of the key changes Pamela outlined, Pamela formally proposed that the Trustees agree the changes to the Rules Document and presentation to Conference for approval by members. Penny seconded this and it was agreed unanimously.

As a postscript to the above, Pamela explained that the Irish branch were proposing to slightly modify its version of Appendix 1 (Branch Rules) and combine it with the Charities Regulator template in order to satisfy the Irish Charities Regulator's ruling. This was agreed as being necessary by the Trustees.

Actions: Liz to circulate the new rules document to delegates at the appropriate time and to invite questions prior to conference

Pamela to move forwards with the Irish charity commission modifications

12. Safeguarding Policy

Due to significant changes it was agreed that the policy should be reworked again by a working group. Penny felt the original document was fit for purpose.

Action: Liz to check the matter of regulated activity and Liz and Moira to rework the policy considering the old and new version and re-present it to trustees next time.

13. Charity Commission 2024-2025 Draft Report

This was approved subject to Erica checking financial aspects.

14. Discussion of President's Recommendations

This was moved to the next meeting due to time running out in the meeting.

Trustees have begun to discuss the loan scheme.

E-News/making music – information on schools – we need to consider how to facilitate this.

15. Succession planning - search for a membership secretary – updates on progress

Jane is happy to take over the personal membership aspect of the membership secretary.

Action: Liz to circulate the need for a membership secretary more widely as well as another trustee to replace Debbie who will have completed two terms.

16. 2026 Festival updates

The issue of copyright of the composer if branch copies of commissioned pieces are sent out online has been raised by Moira and the festival committee will be discussing this with the composers involved.

Action: Liz to check numbers booked

17. 2027 Festival

Action: To seek people to organise this – bearing in mind it might be a committee of people rather than a branch who might take it on.

18. AOB

There was no AOB

19. Items for future agendas (to be agreed and added to during the meeting)

Website work – update and communication to members; updates from the working group once formed; how to appoint someone to design it; consideration to budget to afford a web designer.

Privacy Policy (in the light of changes to the membership data base)

Unacceptable Behaviour Policy

Safeguarding Policy

Irish Constitution

Benefits for members

Loan scheme – possible shops and revisit ownership of recorders NYRO currently have

Discussion of WBF donation being raised to a maximum of £1000 from £850

Philip Cole Bursary – how to make schools more aware

Amendment of rules/organisation for the SRP/Moeck competition as requested by Sarah Bronnert