

The Society of Recorder Players



Registered Charity No. 282751, SC038422

President: Philip Thorby

Draft Minutes for SRP Trustee Meeting Friday 18th July 2025 – on Zoom, 9.30am

	Agenda Items	Future Actions																
	<p>Present: Trustees: Moira Usher (Chair), Penny Clarke (Membership Secretary), Liz Bassett (Secretary), Erica Crabtree (Treasurer), Pamela Flanagan, Deborah Nicholas, Jill Taylor, Rod Callow, Stephanie Sutherland Musical Advisors in attendance: Lyndon Hilling (arrived 10.10am)</p>																	
1.	<p>Welcome and apologies for absence Apologies for Sandra Foxall were accepted.</p>																	
2.	<p>Conflicts of interest Trustees were reminded of items where conflicts may arise.</p>																	
3.	<p>To approve the draft minutes of the Trustees' meeting held on May 2nd 2025 and any matters arising not otherwise covered by the agenda.</p> <p>The draft minutes of May 2nd 2025 were approved subject to the entry of a missing date in the matters arising.</p> <table border="1"> <thead> <tr> <th><i>Matters Arising not on the agenda:</i></th> <th><i>Comments on actions</i></th> </tr> </thead> <tbody> <tr> <td>Trustees to send dates they cannot make to Liz and Liz to contact Benslow Music to arrange the face to face meeting. Liz to inform Dorset and Somerset of the decision to hold the Conference at the festival and the time preferred.</td> <td>Complete – next face to face on September 23rd Benslow. Dorset/Somerset informed of decision to hold conference 2026 at the festival at 3pm on the Friday.</td> </tr> <tr> <td>Moira will speak to Anthony and convey our decision. Penny will liaise with My Clubhouse on our behalf.</td> <td>Complete – Anthony passed back his thanks</td> </tr> <tr> <td>Moira will talk to the two web editors about the Wessex Resolution</td> <td>Action will be completed following the discussion today in item 6</td> </tr> <tr> <td>Liz to inform Nick and to update the list of Visiting Conductors.</td> <td>Complete and the new list is on the SRP website</td> </tr> <tr> <td>Liz and Erica to sign both documents on behalf of trustees and to work together to upload all key information onto the Charity Commission website and the OSCR Scottish Charity Commission.</td> <td>Complete following a joint zoom with the treasurer, secretary and auditor to complete questionnaires on finances and to upload all necessary documents.</td> </tr> <tr> <td>Liz to inform Sarah Bronnert of the decision.</td> <td>Completed</td> </tr> <tr> <td>Liz to inform the committee and Heidi to ensure the invoices are sent to the treasurer.</td> <td>Complete.</td> </tr> </tbody> </table>	<i>Matters Arising not on the agenda:</i>	<i>Comments on actions</i>	Trustees to send dates they cannot make to Liz and Liz to contact Benslow Music to arrange the face to face meeting. Liz to inform Dorset and Somerset of the decision to hold the Conference at the festival and the time preferred.	Complete – next face to face on September 23 rd Benslow. Dorset/Somerset informed of decision to hold conference 2026 at the festival at 3pm on the Friday.	Moira will speak to Anthony and convey our decision. Penny will liaise with My Clubhouse on our behalf.	Complete – Anthony passed back his thanks	Moira will talk to the two web editors about the Wessex Resolution	Action will be completed following the discussion today in item 6	Liz to inform Nick and to update the list of Visiting Conductors.	Complete and the new list is on the SRP website	Liz and Erica to sign both documents on behalf of trustees and to work together to upload all key information onto the Charity Commission website and the OSCR Scottish Charity Commission.	Complete following a joint zoom with the treasurer, secretary and auditor to complete questionnaires on finances and to upload all necessary documents.	Liz to inform Sarah Bronnert of the decision.	Completed	Liz to inform the committee and Heidi to ensure the invoices are sent to the treasurer.	Complete.	<p>Moira will talk to the web editors.</p> <p>The card machine will be set up with Erica and Moira.</p>
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	Erica to organize a card machine for the WBF	<i>The card machine has been organised. It needs to be set up with the Chair at the September meeting.</i>	
4.	<p>Dates of next meeting: - September 23rd 2025 at Benslow (face to face)</p> <p>25th November 2025 will be the next zoom meeting</p>		Liz to confirm numbers attending and dietary requirements
5.	<p>NYRO request for funding for 2025-2026</p> <p>Trustees shared their thoughts. It was noted that the contribution NYRO has made to recorder playing over many years has been significant but the current model and organisation is not working. Overall the charity is making a loss. Points made included a website which is out of date; a lack of recent successful fund raising and few attendees at courses. Money for publicity is not proving successful. As a charity ourselves, it is not good practice to fund another charity that is planning to make a loss.</p> <p>Trustees had helpful suggestions such as changing the name to better reflect current activity, (perhaps to National Youth Recorder Organisation).</p> <p>The point was made that the original plan was for NYRO to become a self-supporting charity, but the amount requested each year has not lessened.</p> <p>The contribution that NYRO has made to recorder playing over many years has been significant.</p> <p>The request for funding was not agreed.</p> <p>Following discussion there was a proposal to send a letter agreed to by trustees, of our decision not to support the organisation in its current format. The letter will make clear that the option for future requests linked to specific events and with specific costings could be made and the WBF is still an avenue for applications.</p> <p>Proposer: Pamela Flanagan Seconder: Penny Clarke</p> <p>Unanimously agreed</p>		<p>The Chair to write a letter on behalf of all trustees conveying the decision</p> <p>NYRO to be reminded of instruments they still have on loan from the SRP - to make clear they may still borrow them but to return them when no longer needing them.</p>
6.	<p>Collation of website questionnaire – Steph Sutherland to feedback. Decision on next steps.</p> <p>30/49 branches had responded. Not all questions were answered by every responding branch. Personal members also sent in responses.</p> <p>Bristol felt the web-edit team should be applauded for the website up to this point.</p> <p>Overall the feeling was that the website is too wordy and unwieldy. The search engine was a recurring theme and links not being up to date.</p> <p>Trustees felt the need for a person whose role it was to monitor the website and keep it up to date, in good working order and relevant. . Another similar organisation was cited as paying someone 12hrs per week to deal with this and other jobs.</p> <p>A professional will be required to design a new website to our specification.</p> <p>Any improvement must also ensure it works on phones.</p> <p>Constitution 5.3 was noted.</p> <p>Trustees agreed the importance of paying for such</p> <p>ARS website was cited as a good model.</p> <p>Thanks were given to Steph for collating all this evidence and it will be a further help when we get to a designer looking at needs and usage.</p> <p>A summary of the google analytics will be asked for from Nigel (our web editor).</p> <p>Trustees were reminded of historical investigations existing from Tom and Val.</p>		<p>Trustees to look at the ARS and other music society's websites;</p> <p>Moira to talk to Tom Beets;</p> <p>Moira to meet with web-editors;</p> <p>To consider in September, the budget available to take this forward.</p>
7.	<p>The switch over to MY Clubhouse (MCH)</p> <p>Update on progress:</p> <p>Anthony Hall has continued to invest many hours of his time in customising aspects of the MCH system to ensure it meets our requirements and fits our membership structure which</p>		Moira to talk to MCH and email Anthony

	<p>is quite complex. A great deal of work has been carried out testing all aspects of the system's functionality and this has been very time consuming. One of the major problems has been the fact that not all branches set their branch subscription rates before the start of the membership year on 1st September, several setting them much later ie end of October. Whilst this wasn't a problem with the existing system MCH links the central subscription with the branch subscription for the renewal process and it is essential that branches know what they will be charging before the start of the membership year. Despite extensive discussions with MCH there is not a satisfactory solution to avoid the problem so appeals have been made to branches to set their rates as soon as possible or to set them at the old rate initially.</p> <p>Discussions at the meeting took place around:</p> <ul style="list-style-type: none"> the issue of branch subscription rates not being available and the obtaining of branch payment methods which need to be entered in the system in advance of it going live. System testing requirements which are still ongoing and must be completed before the data transfer from one system to another can take place. The writing of instructions for each process that will be needed in order for branch memsecs to use the system. Although there is a 'test' site for this purpose, it has been challenging to carry out testing as processes have necessarily been reviewed and changed. <p>Penny is currently collating branch payment methods and subscription rates and entering them which is a big job. The regular testing has been very time consuming. Trustees discussed how to best support the team with the difficulties.</p>	<p>Penny to continue collecting payment rates and entering them.</p>
8.	<p>Review of SRP Festival 2025</p> <p>Concerns have been voiced by members that if EMS wish to repeat the festival regularly it may detract from our branch run festivals – Moira is hoping to meet Chris Black (EMS owner) to review and discuss possible future events, for instance could they run a youth festival.</p> <p>Reviews of the 2025 Festival were positive overall but there were difficulties which have been noted and will be passed on.</p> <p>Update on Festival 2026</p> <p>The 2026 festival committee (3 members of each branch, with specific roles for the Festival planning) now meets monthly via WhatsApp video call. The secretary shared updates from the committee. All seems to be progressing well at present and the trustees were generally happy with the arrangements.</p> <p>2026 Conference expenses: <i>The rules currently state:</i> <i>9.1 A Branch of the Society shall be entitled:.....</i> <i>b. To send one Delegate to the Society's Conference. The Delegate's reasonable travelling and overnight accommodation expenses shall be paid from the Central Fund. These expenses shall be paid in two parts. The first part shall be paid by the Branch, the amount being determined by the trustees. The remainder shall be paid from the Central Fund. The trustees may determine a cap on these expenses.</i></p> <p>The treasurer reminded trustees that the last face to face conference cost approximately £6000 for travel and accommodation but trustees acknowledged it was important to fund delegates. Branches historically paid £30 towards the cost. Trustees largely agreed we should pay expenses and the final decision was:</p>	<p>Liz to send a copy of the agreement between EMS and the SRP to the Chair and Treasurer.</p> <p>Moira to collect detailed feedback from trustees to pass on to EMS</p> <p>Liz to write to the 2026 Festival Organisers to thank them for work so far; to request a buffet after the Conference and to ask for more information about accommodation. Liz to also remind them that the word National is no</p>

	<p>Delegates can claim reasonable travel and accommodation costs (up to £100 for accommodation) from their branch. Central SRP will reimburse the branch, less £50.</p> <p>The Treasurer explained that current difficulties with the CAF Bank may mean that updating the mandate for the Festival Account will not happen in time for the Festival Organisers who want to send out the Festival information at the beginning of September; in which case the Festival Treasurer will set up the banking arrangements.</p>	<p>longer correct when referring to the annual SRP Festival.</p> <p>Liz to write to branches to invite interest in the 2027 Festival</p> <p>Liz to inform delegates for the 2026 Conference and branch secretaries of the allowable claims for expenses in due course.</p>
9.	<p>LIFEM 2025</p> <p>Moira has six large boxes of early music (not recorder) – she suggested taking it to sell at LIFEM which was agreed so a large table will be needed for an extra £100 – this was also agreed. Moira will take boxes down on the Thursday morning. Penny and Jill will manage the sales. Any music left will be disposed of. Penny will complete the application form.</p>	<p>Penny to apply for a large table.</p>
10.	<p>Treasurer's Updates</p> <p>The Treasurer explained that the new CAF online bank system is proving difficult and currently, while there are three trustees on the new system and Jim has been taken off, Moira is still not on.</p> <p>Gift Aid is due to be received; when the new membership system goes live there may be difficulties with subs being received in August in advance of 2025/26.</p> <p>A trustee raised the matter of workshops as the amount of expenditure is much higher than income. Erica explained that a further £500 is due to go in. The level of contributions was previously agreed when the amount per person was decided upon. It is currently sustainable from the Arthur Ingram Fund. Income into AIF comes from gift aid and interest. The main expenditure comprises workshops, contributions to Pastoral Visits, the SRP/Moeck Competition and grants. The AIF should reduce over time as we spend on our Charitable purposes and the current level of expenditure is acceptable.</p> <p>The trustees are actively encouraging a number of applications for grants each year and wish to continue to support such awards; we could consider restricting expenditure in any one year.</p> <p>Consideration of where the cost of updating the website falls will have an impact here too.</p> <p>A trustee asked about subs and suggested they might rise incrementally each year but it was acknowledged that the process is very difficult thus a yearly rise would be difficult to manage.</p>	

11.	<p>To approve the reviewed Rules following the working group and prior to final approval at Conference 2026</p> <p>Pamela explained that the group working on the rules have met by zoom once since the last Trustee meeting and have begun to update the document. The second meeting will be convened and Pamela requested that the interim draft be presented as a priority at the next Trustee meeting.</p>	Pamela to convene the next meeting for the working group
12.	<p>Walter Bergman Fund Committee update following May 2025 meeting</p> <p>The Chair thanked Jill and Debbie for the report and reminded trustees that names of applicants should be confidential to the sub-committee. A trustee remarked on the healthy income and the good work in selling second hand recorders and music was acknowledged.</p>	
13.	<p>Draft Conference 2025 Minutes</p> <p>The draft minutes of the 2025 Conference held on Friday 21st March 2025 were agreed by trustees, subject to two corrections: page 2 –“4 branches apologised,” to be changed to, “gave their apologies”. 7.5.13 insert that it was Pamela Flanagan who made a suggestion for Wessex to amend their resolution. With these corrections the draft will now pass forward to delegates who had attended the 2025 Conference, for their comment.</p>	Secretary to send the draft minutes round to delegates
14.	<p>Items for future agendas</p> <ul style="list-style-type: none"> - Succession planning - Discussion of delegate representation for personal members, HLMs and vice presidents - Update on Rules working group – presentation of the draft interim document – priority agenda item - Update on Pastoral Visits from the secretary - Safeguarding policy - Creation of a bullying policy - Subs - Website - My Clubhouse Update - Privacy Policy (in the light of changes to the membership data base) 	
The meeting closed at 12.55		