

DCA Rule Revision Recommendations for 2019 AGM

At the October 2018 DCA Committee meeting the committee unanimously agreed to propose to AGM a number of revisions to both the DCA and DCA Bell Restoration Fund Rules. These recommendations are presented here.



Rule 1. Unchanged

Name and Composition.

The Association shall be called the 'Dorset County Association of Church Bell Ringers' and shall consist of a patron, ringing members and honorary members.

Rule 2. Unchanged

Objects.

The objects of the Association shall be to encourage and assist in the ringing for the services of the Church, to provide instruction for learners and advice where it is needed and to hold meetings for ringing and for social purposes.

Rule 3. Unchanged

Affiliation to other Bodies.

The Association shall be affiliated to the Central Council of Church Bell ringers and shall undertake to abide by the rules and decisions of the Central Council of Church Bell Ringers.

Rule 4. Add word largely

Area of operation.

The area of operation shall largely be within the County of Dorset.

Rule 5. Recommended Change – Updating roles.

Officers.

The officers shall consist of a ringing master, two assistant ringing masters, a chairman, a vice chairman, a secretary/treasurer, an assistant secretary/treasurer, a peal secretary and a public relations officer. The officers shall be elected at the Annual General meeting and shall hold office for the ensuing year.



Officer Roles and Responsibilities.

The Association will elect members to fulfil the following Officer roles and Responsibilities; Chairman, Vice Chairman, Ringing Master, two Assistant Ringing Masters, Secretary, Treasurer, Assistant Secretary, Assistant Treasurer, Web Master, Training Officer, Data Protection Officer, Safeguarding Officer and Public Relations Officer.

No person shall hold more than four of these roles/responsibilities (not counting DCA Bell Restoration Fund Trustee status).

The officers shall be proposed, seconded and elected at the Annual General meeting and shall hold office for the ensuing year.

Rule 6. Recommended Change – limit size of committee to 14.

Committee.

The officers, the permitted number of Central Council representatives (elected every three years) and up to three members proposed, seconded and elected from the floor of the Annual General Meeting to serve for one year, shall constitute the committee. The committee shall meet at least once a year, to consider any matter connected with the Association.



Committee.

The officers, the permitted number of Central Council representatives (elected every three years), the elected Trustees of the DCA Bell Restoration Fund and additional members proposed, seconded and elected from the floor of the Annual General Meeting to serve for one year, shall constitute the committee.

These elections shall be conducted to limit the total number of members serving on the committee to fourteen.

The committee shall meet at least once a year, to consider any matter connected with the Association.

Rule 7. Recommended To Match Restoration Fund Rule.

Annual examination of accounts.

An Independent examiner shall be appointed to examine the accounts for each calendar year. The examination should be completed before the following Annual General Meeting.



Annual examination of accounts.

The Treasurer shall prepare a balance sheet as at 31st December in each year and an income and expenditure account for the year ended on that date which shall be examined by an Independent Examiner elected by members of the Association at their Annual General Meeting and presented to the members at the Annual General Meeting of the Association first held after 31st December in which the fund's accounts are prepared.

Rule 8. Recommended Change – allow new members to join at any full DCA meeting.

Elections.

Members shall be elected at a business meeting by the majority of members present or prior to an Association peal or quarter peal attempt by two ringing members of the band and subject to ratification at a business meeting.



New Members

New members can join the Association by payment of the appropriate subscription and then by being proposed by two existing members at any Association meeting, peal or quarter peal attempt.

The new membership will be ratified at the next meeting of the Association (General meeting or DCA practice night) by the majority of members present.

Rule 9. Recommended Change – Simplify ability of AGM to change rates.

Subscriptions.

Honorary members shall be exempt from all subscriptions and shall have no voting rights.

Ringling members shall, upon election, pay a life membership subscription of £6.

At practices and meetings of the Association there shall be a steepleage levy on each member present which shall be placed towards the expenses of the Association.



Subscriptions.

Honorary members shall be exempt from all subscriptions and shall have no voting rights.

Ringling members shall, upon election, pay a life membership subscription (at a rate agreed at each Annual General Meeting).

At practices and meetings of the Association there shall be a steepleage levy on each member present which shall be placed towards the expenses of the Association.

Rule 10. Recommended Change – Remove references to Ringing World.

Meetings.

At least one week's notice of normal business meetings must be given in the Ringing World. If any matter affecting the interests of the Association should require urgent consideration an extraordinary general meeting may be called by five members of the committee or fifteen members of the Association by giving four weeks' notice to the Secretary who shall give at least one weeks' notice to the Ringing World.



Meetings.

At least one week's notice of meetings must be given to the members of the association. If any matter affecting the interests of the Association should require urgent consideration an extraordinary general meeting may be called by five members of the committee or fifteen members of the Association by giving four weeks' notice to the Secretary who shall give at least one weeks' notice to the members of the association.

Rule 11. Recommended Change – Not changed as committee grow in size.

Quorums for meetings.

A quorum for a committee meeting shall be three, for a general business meeting six, and for an Annual General Meeting ten.



Quorums for meetings.

A quorum for a committee meeting shall be 40% of the committee membership and for an Annual/Extraordinary General Meeting ten.

Rule 12. Recommended Change – make unisex.

Absence of officers.

At any meeting or practice, in the absence of the appropriate officer, a member shall be elected to act in ~~his~~-their place.

Rule 13. Recommended Change – Tightening safety of finances.

Finance votes.

No sum greater than ten pounds shall be voted from the Association funds except with the approval of the committee.



Finance.

Such bank accounts as may be required shall be opened in the name of the association. All withdrawals and payments made from bank accounts of the association must be authorised by two officers of the association. The definition of Banks shall include Building Societies and UK Government Savings.

Rule 14. Recommended Change – Simplify ability of AGM to change rates and allow Gift Aid.

Peal Fees.

Any member ringing a peal for the Association shall pay a peal fee of one pound for adults and fifty pence for school children for each peal rung, and it shall be the duty of the conductor to collect the money due, and to pay the same to the secretary before the end of January of the following year. In default such peals might not be booked. Peal Fees are to go to the Association Bell Restoration Fund.



Peal Fees.

Any member ringing a peal for the Association shall pay a peal fee for each peal rung, and it shall be the duty of the conductor to collect the money due, and to pay the same to the treasurer. Peal Fees are to go to the Association Bell Restoration Fund.

Rule 15. Recommended Change – DCA has not had a peal book for many years.

Peal Records.

The committee shall be responsible for recording all association peals in a book.



Peal Records.

It shall be the responsibility of the conductor to ensure all association peals are recorded upon The Ringing World's Peal Recording Website (called BellBoard at the last revision of these rules).

Rule 16. Recommended Change – Remove references to Ringing World.

Alteration of rules.

No alteration or addition to these rules may be made except at an Annual General Meeting or Extraordinary General Meeting with notice of the proposed alteration or addition having been given at a previous meeting. A notice of the change shall also accompany the advertisement for the Annual General or extraordinary meeting in the Ringing World the notification for the Annual General or extraordinary meeting.



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DCA Bell Restoration Fund Rule Revision Recommendations for 2019 AGM



Rule 1. Unchanged

The fund shall be known as the Dorset County Association of Church Bell Ringers Bell Restoration Fund.

Rule 2. Unchanged

The object of the Fund shall be to advance the Christian religion by providing financial assistance to churches in the county of Dorset (as defined by central government in 1983 or any future dates) for the purpose of maintaining or improving their bell installations by making grants to them. Maintenance and improvement of a bell installation shall be deemed to include the following:

- (a) Taking out an existing ring of bells, supplying and installing a new frame and fittings, recasting the bells and erecting the same.
- (b) Taking out, overhauling and re-clapping existing bells, supplying and installing a new frame and fittings, and re-erecting the bells.
- (c) Taking out existing bells, overhauling existing frame and fittings and recasting or overhauling and re-clapping said bells and re-erecting.
- (d) Augmentation and bringing existing bells, frame and fittings into an adequate state of repair.
- (e) Other major repairs to bell, frame, fittings and tower.
- (f) The provision of bells, frames and fittings and erection of same in churches which previously had none.
- (g) The acquisition of bells from churches within the County of Dorset declared redundant, for subsequent re-deployment and/or casting.

Rule 3. Unchanged

3. The membership of the fund shall be that of the Dorset County Association of Church Bell Ringers as defined in the rules thereof.

(a) The fund shall be administered by the committee of the Dorset County Association of Church Bell Ringers, hereinafter referred to as 'The Committee'.

(b) The Committee shall have the power, after considering an application submitted to it in writing, to approve a grant from the Fund. Should a grant not be taken up within two years then it shall lapse and a fresh application will be required.

(c) The Committee shall have the power to appoint sub-committees which shall report back their actions fully and promptly to The Committee.

(d) The Committee shall have the power to co-opt such persons as it considers necessary to assist in its deliberations. The number of co-opted persons at any one meeting of the Committee shall not exceed three.

(e) The management of the Bell Restoration Fund shall be an item on the agenda of every meeting of The Committee.

Rule 3. Add extra clause – Financial Good Practice.

(f) The Committee shall have the power to set up a Restricted Sub Fund where all monies in the fund can only be used for the benefit of a single Bell Tower / Church / Parish.

Rule 4a. Recommended Change – Ensure Trustees appropriate to oversee funds.

The Secretary/Treasurer and Assistant Secretary/Treasurer of the Association shall be ex-officio Trustees of the fund and in addition two other members of the Association shall be elected at the Annual General Meeting of this Association to act as Trustees of the fund.



The Treasurer and Assistant Treasurer of the Association shall be ex-officio Trustees of the fund and in addition at least two other members of the Association shall be elected at the Annual General Meeting of this Association to act as Trustees of the fund. Where the Association operates a Restricted Fund for the benefit of an individual Bell Tower, at least one of these Trustees must be a member of that Bell Tower / Church / Parish.

Rule 4b. Recommended Change – In line with modern finance good practice.

Such bank accounts as may be required shall be opened in the name of the fund. Any three of the four nominated Trustees shall have the power to sign cheques.



Such bank accounts as may be required shall be opened in the name of the fund. All withdrawals and payments made from bank accounts of the fund must be authorised by two Trustees of the Fund. The definition of Banks shall include Building Societies and UK Government Savings.

Rules 4 c - e. Unchanged

(c) Any outstanding monies in the hands of The Committee not required for immediate purposes of the fund shall be invested in any manner the Trustees may think fit in the best interests of the fund.

(d) The Committee and its sub-committees shall have the power to raise the funds by any means they see fit so long as permanent trading is not engaged in.

(e) The fund shall be set up by the total transfer of the balance of those monies collected, made available or earmarked for Bell Restoration by the Association.

Rule 5. Recommended change - Correct Legal Terminology

In the event of the dissolution of the fund the assets of the fund shall be disposed of as follows:

(a) Any monies in ~~special~~ Restricted Funds shall be transferred to the Parochial Church Council of the specified churches.

(b) Any remaining monies shall either be transferred to any charitable body or bodies having similar objects covering all or part of the County of Dorset, where change ringing may be practised, for the purpose of bell maintenance or restoration.

Rule 6. Unchanged

The Treasurer shall prepare a balance sheet as at 31st December in each year and an income and expenditure account for the year ended on that date which shall be examined by an Independent Examiner elected by members of the Association at their Annual General Meeting and presented to the members at the Annual General Meeting of the Association first held after 31st December in which the fund's accounts are prepared.

Rule 7. Unchanged

No alteration or addition or deletion of these rules shall be made so as to cause the fund at any time to cease to be a charity in law. No alteration, addition or deletion shall be made except at an Annual General Meeting of the Association or an Extraordinary Meeting of the Association especially called for this purpose. Notice of any proposed alteration, addition or deletion shall be given to the Secretary of the Association at least one calendar month prior to the date of the Annual General Meeting or Extraordinary Meeting.