

Minutes Communication and Events Team Meeting

Friday, 10th June, 2016

Hurstpierpoint Church Room

Present: Graham Hills, Sandra Alford, Moya Hills, Erica Pritchard, Hamish McNaughton, Richard Pendlebury, Steph Pendlebury, John Norris, Jo Worsley, Sue Gadd, Alison Everett

Apologies: Mary Burr, Mandy Rodgers, Mandy Merlin, Kathy Howard, Marion Hollands

Some items were taken out of order from the Agenda.

- **Matters arising from last Meeting**

- There are in fact only 3 newsletters sent out by the West not 4 as stated.
- It was agreed that the 'Welcome to SCACR' small blue booklet given to new members needs to be updated. HM and EP will show it to their learners, and JN to Hurstpierpoint's Young ringers for comment. This needs action now as it is out of print and District Secretaries have run out.
- The North currently had 3 editions + interim dates of their Newsletter but have changed to bi-monthly editions alternating between full edition newsletters and Diary for the next 3 months.

- **Team Leader**

- Alison Everett was asked if she would be willing to become Team Leader and be responsible for publicity of Events especially via Social Media, etc. and organise events with the help of the Team and represent the Team on the General Committee. Thankfully she agreed with everyone's help.

Action: RP to set up generic e-mail on website for her as publicity@scacr.org

- **Events this Year**

- Music Day by the BBC had been rung for by 4 towers in the Association that we know of, Hurst, Hassocks, West Ham and Slinfold, there may have been more. JN thought we didn't take advantage of this opportunity for the publicising of bellringing with such a nationwide event.

- **Website, Report**

- RP said it is very difficult getting e-mails out to the whole Association, taking 4 hours whilst his computer stays on as it has to be sent out in very small amounts. SG said that money was available to upgrade our account with the host if this would help.

Action: RP to look into this and how much it would cost.

- RP then pointed out that if we send too many e-mails to members they could unsubscribe and then they would get no e-mails from us. Perhaps something could be said in Master's Mutterings or a letter posted to members. Also thought it could help if the District Secretaries made a group list of correspondent's for each tower then an e-mail could be sent to them which they could then forward to members.
- HM queried how to tell whether an e-mail was coming to him as Tower Correspondent or if it had gone to everyone. RP said that if it had the blue border on the e-mail and logo then everyone in his Tower would have received it. If it just looked like an ordinary e-mail then it would have been sent only to Tower Correspondents.
- RP also pointed out that we do not have authority for all members to be sent more than just the newsletter. It was suggested something could be sent with the yellow form to authorise us to send all communications by e-mail. SG queried if this could be done by Monkey Survey.
- Although Facebook was a good source for Social Media and to send out reminders only 205 Association members belong to it out of the 1000+ members, so would not reach everyone.

Action: GH to draft a letter asking for authority to receive all e-mails.

- When the new Website is up and running, District Secretaries and the Association Secretary will be able to amend contact details if informed of a change as at the moment there are 2 databases one on the website and one on a Secretaries Computer so need to make sure both are updated but haven't been in the past.

- Queen's Birthday Ringing Certificate – The Team was shown a draft copy of a Certificate for any ringing for the Queen's Birthday which could be amended to show what was rung and by whom. It was agreed to put on this on the website.
- **Soundbow**
 - KH reported that the main problem was distribution to non-postal members particularly as there are fewer Saturday practices. It is still being printed at Steyning school and because of school holidays the next edition will be produced in July but not distributed until beginning of August. It was suggested by JN that everyone should get a copy with an opt-out column on the yellow form, thereby increasing the annual subscription. It was felt you could not force everyone to have it in this way. It was also suggested that there could be a flat fee of £1.25 so all copies, regardless of postal or not, cost the same? These comments would be sent to KH, for her comments.
Action to send these comments to Kathy
- **Website, e-mails & social Media** – item covered earlier
- **Forthcoming Events**
 - Heritage Day is a good idea, especially the Open Tower Event during the weekend, and this should be publicised and encouraged. The week day ringing may be a problem for some Towers as ringers work or have other commitments.
 - Boars Head/Day Sussex Died Event - June 30th - already interest as on website
 - Songs of Praise – in commemoration of WW1 – Marisa is going to organise this along with Alan Seymour but asked if we had any ideas of Venue or Date. Late March was suggested to avoid the ADM's and Easter and possibly at Hurst as central in the County or East Grinstead as 12 bells.
Action: Secretary to advise Marisa
- **Communication Survey**
 - The Training Survey had been sent out but other Districts had another more complex Survey they had wanted sent out which it had been felt was too long. However perhaps we could send out later in the year a Communications/Events Survey, with concise questions and not too long asking what people want. JN said it needed to have a box asking: " What do you most enjoy about ringing" .
Action: Sue will formulate some questions along with Alison and then it will be sent out to the Team for comments.
- **Any other Business**
 - **New Member's Event** – David Kirkcaldy had offered to organise this but with no District Boundaries for any new members. It would be a Social Event.
Action: Secretary to advise DK that we would be pleased if he would go ahead with this but keep informed of the date, etc.
 - **October Social** – It was felt this would be a good idea, perhaps a Ceilidh or shuffleboard. AE was tasked with bringing this together, possibly at the Hurst Village Hall. SG offered to find out if Steyning would be willing to arrange the food, also she knew of a caller with band for Ceilidh. Jo Worsley also knew of a caller and was going to enquire.
 - **Training Event** – HM asked how helpers were obtained as his Poster would not be put up in his advanced Tower which is where the helpers would come from. How do they know they are needed? It was said that this had been put in the e-mail, but it was really up to the organiser of the Event to get their helpers as people seem more willing if asked face to face.
 - Keep news items sent to Richard for website brief and concise. Keep title short and snappy to hook people in to follow link to more information.

Meeting closed at 9.10pm - next Meeting, Friday, 16th September, 2016 venue tbc.