

# THE LANCASHIRE ASSOCIATION OF CHANGE RINGERS

Established 1876 Re-constituted 1879

## OBJECTIVES

The objectives of the Association are to promote the art and science of change ringing as an integral part of the Church's life and work by means of the following:

1. The ringing of bells for services and other appropriate occasions in the life of the Church and community.
2. The fostering of good relations with the Church and community and the furtherance of the appreciation of bells and bellringing amongst the general public.
3. The recruitment and training of bell ringers.
4. The promotion of good fellowship and cooperation amongst bellringers, including arranging ringing meetings and other Association activities.
5. The proper care and maintenance of bells, belfries and ringing rooms.
6. The support of bell restoration and installation by the provision of financial, technical and other resources.
7. The development of awareness, and conservation, of items of historical and local interest associated with bells and bellringing.

## RULES

1. The Association shall be known as THE LANCASHIRE ASSOCIATION OF CHANGE RINGERS, shall be affiliated to the Central Council of Church Bellringers, and shall consist of Honorary and Ringing Members.
2. Persons may be admitted as members of the Association at any committee, branch or general meeting if proposed and seconded by two members. Ringers may be provisionally elected if required to take part in a peal provided the members present are in favour, subject to such election being confirmed at a committee branch or general meeting. The member proposing such persons shall be responsible for the payment of their subscription whether the attempt be successful or not.
3. Any person, other than a ringer, subscribing the sum of one pound shall be admitted as an Honorary Life Member of the Association. Upon election, Ringing Members shall pay a minimum annual subscription of five pounds, except in the case of juveniles under 18 years of age and pensioners, whose annual subscription shall be a minimum of two pounds fifty pence, due on the first day of January each year, such payment entitling the member to a Report of the year for which his subscription has been paid. The name of any Ringing Member two years in arrears shall be removed from the book, but may be reinstated at the discretion of the Committee.
4. Any qualified Ringer not resident in the Association territory may be admitted as a Non-Resident Member on payment of a single subscription equal to the annual subscription of a Ringing Member, but such members shall have no vote at the meetings of the Association. If at any subsequent date he becomes resident in the Association territory he shall pay the ordinary yearly subscription of a Ringing Member. Any Ringing Member who goes to reside outside the Association territory may at his own request be transferred to the list of Non-Resident Members without further payment.
5. (a) The committee shall have the power to:
  - (i) Approve the application from any permanently disabled member who is unable to take further part in practical ringing to be transferred to the list of Life Ringing Members without further payment.
  - (ii) Grant Life Membership or Honorary Life Membership to those who have served the Association well over a long period.
  - (iii) Award the office of Honorary Vice-President to any member who has given exceptional service to the Association, this office entitling them to vote at Committee Meetings.(b) Any member with 50 years continuous membership shall automatically become a Life Member.
6. (a) The management of the Association shall be vested in a President, Vice-President, General Secretary, Ringing Secretary, Report Secretary, Affiliation Scheme Secretary, Librarian, Treasurer, Education Officer, Public Relations Officer, Fund Raising Co-ordinator, Conservation Officer, Inspection & Maintenance Officer and Central Council Representatives and two representatives from each branch. These shall form the Central Committee, any five of whom shall form a quorum competent to transact the business of the Association provided all the Committee have been summoned. They shall have full power and control over the funds of the Association, and in any case of vacancy they shall have power to appoint any eligible member to office. They shall also have full power to co-opt, for a one year term, any member of the Association who has specialist expertise which the Committee may require.

(b) The President, Vice-President, General Secretary, Ringing Secretary, Report Secretary, Affiliation Scheme Secretary, Treasurer, Education Officer, Public Relations Officer, Fund Raising Co-ordinator, Conservation Officer, Inspection & Maintenance Officer and Central Council Representatives shall be elected by ballot; the President, Ringing Secretary, Treasurer, Education Officer, Fund Raising Coordinator and Conservation Officer one year, and the Vice-President, General Secretary, Report Secretary, Affiliation Secretary, Public Relations Officer and Inspection & Maintenance Officer, the next year. Central Council Representatives shall be elected in accordance with the constitution of the Central Council.

(c) All nominations for general officers and members of the Central Council shall be in the hands of the General Secretary by the 31st October and a ballot vote shall be taken and the results announced before 31st December and the ballot figures published. No nominations shall be accepted unless nominees give their written consent. Nominees shall not be eligible if in arrears with their subscriptions. Ballot papers shall be issued only to Members, Life Ringing Members of known address or other Life Ringing Members who apply to the General Secretary. After nominations have been received a scrutineer shall be appointed by the Committee.

(d) The Committee shall appoint a Librarian who shall become a member of the Committee.

7. The President, General Secretary, Ringing Secretary and Treasurer shall be the Trustees, any two to sign cheques. The Trustees shall invest or otherwise deal with such sums as the Association may place in their hands in such a manner as the Committee may direct.
8. (a) The year (financial or otherwise) of the Association shall end on 31 December, and the Annual General Meeting of the Association shall take place not later than 30 April in each year for the purpose of receiving the Committee's report and the Treasurer's account, and for the transaction of the general business of the Association.  
(b) That an independent examiner should be appointed to examine the Association's annual accounts and prepare the Association's balance sheet, this examiner to be appointed by the Committee. The Committee shall meet not less than twice each year, in February and September, the date and the branch to be fixed by the committee.
9. The Annual General Meeting shall be held in each branch in turn and the minutes of this meeting shall be kept and signed.
10. No alterations or additions to these Rules shall be made except at the Annual General Meeting or at an Extraordinary General Meeting held under Rule. Two calendar months notice in writing of any proposed alteration shall be given to the General Secretary previous to the Annual General Meeting or the Extraordinary General Meeting taking place.
11. Any avoidable damage done at an Association meeting to bells or fittings by members shall be made good at the expense of the Association.
12. An Extraordinary General Meeting may be called at any time by the General Secretary on request of the President or twenty members of the Association. The General Secretary shall give to the members three weeks notice at least of any special meeting, with the particulars of the business to be transacted, and such notice shall be deemed to have been given by sending a copy to each Tower Secretary to be displayed in the belfry, and also advertised in The Ringing World.
13. (a) The Association shall be divided into convenient branches, the management of which shall be conducted as hereinafter provided.  
(b) No tower shall be transferred from one branch to another without the written consent of a majority of the ringers at the tower concerned and after discussion by the Central Committee and with the approval of the Annual General Meeting of the Association.  
(c) The branch affairs shall be managed by a Chairman and/or Ringing Master, Secretary and Committee, the constitution of the Committee being decided by the Branch. Two of the Branch Committee shall represent the Branch on the Association Committee, it being advisable that one should be the Branch Secretary. The Branch Secretary shall be responsible for collecting subscriptions from:
  - (i) All newly elected members.
  - (ii) All unattached Members of the Branch, and forwarding these subscriptions to the General Secretary.
14. A peal will only be accepted as being rung for the Association if:
  - (a) It conforms to the Central Council regulations on peals.
  - (b) All members taking part are current Ringing Members or Non-Resident Life Members of the Association.
  - (c) Full details and peal booking fee (50 pence per ringer), half of which to be donated to the Bell Restoration Fund, are received by the Ringing Secretary:
    - (i) For peals rung between 1 January and 16 December inclusive within four weeks of the peal being rung.
    - (ii) For peals rung between 17 and 31 December inclusive by 14 January of the following year.

## **DUTY OF GENERAL OFFICERS**

### **President**

The President shall, if possible, attend and conduct the affairs at the Annual General Meeting, Committee Meetings and any Extraordinary General Meeting.

### **General Secretary**

The General Secretary shall attend, if possible, every General and Committee Meeting, receive the names of newly elected members, take a note of all correspondence, keep the minutes and remit all monies to the Treasurer. The General Secretary shall collect all subscriptions and relevant information to the ringing calendar from the tower leaders.

### **Ringling Secretary**

The Ringling Secretary shall keep a record of all peals rung for the Association, maintain peal records of individual members and collect all peal booking fees. A report of such activities shall be presented to the Annual General Meeting and published in the Annual Report.

### **Report Secretary**

The Report Secretary shall collect the necessary information and attend to the printing, issuing and distribution of the Annual Report.

### **Treasurer**

The Treasurer shall receive all monies of the Association with the exception of any Affiliation Fees paid into the Association's bank account directly by the Affiliation Scheme Secretary, and shall acknowledge receipt of such without delay. He or she shall arrange for the duly elected Auditors to examine all the books and financial records, and at the Annual General Meeting shall submit the audited financial statements comprising the Income and Expenditure Account and Balance Sheet.

### **Affiliation Scheme Secretary**

The Affiliation Scheme Secretary shall administer the Association's Affiliation Scheme in such a manner as the Committee may direct.

### **Librarian**

The Librarian shall be responsible for the upkeep of the Library and its contents.

### **Education Officer**

The Education Officer shall meet the education and training needs of the Association by arranging training days with the help of a subcommittee made up of Branch representatives (as at present). He or she shall provide information and assistance on education and training to Branches and towers.

### **Public Relations Officer**

The Public Relations Officer shall develop good public relations by contact with local Churches, Church publications and with the media (both locally, and nationally when appropriate). He or she shall provide guidance to Branches and towers on local public relations and recruitment.

### **Fund Raising Coordinator**

The Fund Raising Coordinator shall coordinate the organisation of fund raising activities for the Bell Restoration Fund at Association level. He or she shall provide information and guidance to Branches and towers on fund raising at local level.

### **Conservation Officer**

The Conservation Officer shall compile and maintain details of items of historical and local interest associated with bells and bell-ringing with reference to national guidelines on conservation where they exist. He or she shall assist and advise Branches and towers on conservation work proposed or required.

### **Inspection and Maintenance Officer**

The Inspection and Maintenance Officer shall co-ordinate bell inspections by liaising with Branch and Diocesan bell advisors. He or she shall promote planned maintenance of bells and equipment.

## **BELL RESTORATION FUND OBJECTS AND RULES**

1. The Fund shall be known as THE LANCASHIRE ASSOCIATION OF CHANGE RINGERS BELL RESTORATION FUND.
2. The object of the Bell Restoration Fund is to give financial assistance to churches incurring considerable outlay on installations by applying the income solely for the making of grants. The following shall be deemed to satisfy the requirements for an application for grant, viz: Any major maintenance, repairs or new work to bells, frames and fittings, such as recasting, retuning, overhaul or augmentation.

3. The Fund shall be administered by the Committee of THE LANCASHIRE ASSOCIATION OF CHANGE RINGERS who shall have power, after consideration of an application submitted in writing, to approve a grant from the Fund.
4. The President, General Secretary, Ringing Secretary and Treasurer shall be the Trustees, any two to sign cheques. The Trustees shall invest or otherwise deal with such sums as the Association may place in their hands, in such a manner as the Committee may direct.
5. In the event of dissolution of the Fund, balances remaining shall be divided amongst the churches supporting the affiliation scheme for such charitable purposes as the Parochial Church Council think fit.
6. An independent examiner shall be appointed to examine the annual accounts, the examiner to be appointed by the Committee.

Notes from the Committee: Members are reminded that grants should be made in a timely manner and that no grants will be made from the Bell Restoration Fund without a written request from the Incumbent, Churchwardens or Church Secretary of the church concerned to the BRF sub committee convenor. Grant applications received between 1 Jan to 30 Jun will be considered in time for a proposal to be put to the September Committee Meeting. Grant applications received between 1 July to 31 Dec will be considered in time for a proposal to be put to the February Committee Meeting. Grants awarded but not claimed will lapse two years from the date of application if the work has not started by then. As a general guide, the aim will be to offer a minimum of 10% towards the cost of qualifying work.

## **SUBSCRIPTIONS**

Ringling Members: a minimum of £10.00.

Under 18's and Pensioners: a minimum of £5.00.

Under Rule 3 these were due on the first day of the year. If you have not already paid your subscription, the General Secretary would be pleased to receive it as soon as possible.

## **INSURANCE POLICIES**

The Association holds two insurance policies. The first covers the cost of accidental damage to the Woodhouse Ringing Machine. The second is with Ecclesiastical and provides personal accident insurance cover to a limited group of unnamed members carrying out bell inspections on behalf of the Association. This same policy also provides legal liability cover for all members of the Association. This would protect members in the event that they are found to be legally liable for accidents to third parties or damage to third party property. Many Churches will hold policies that provide similar cover to bellringers at their Church. Also, many household insurance policies provide similar cover for normal hobby activities. If you require further details or are aware of any incidents that may give rise to a claim under this policy, please contact the General Secretary.