

'Friends of Bournville Carillon'
Minutes of the Annual General Meeting
Held as Virtual Meeting via 'Zoom' on 17th March 2022 at 7pm

Present:

Trevor Workman (Chairman), Charlotte Barber, Dale Brusby, Pam Dexter, Keith Quiney, Claire Vaughan, Liz Ruddle, Duncan Cadbury, Nigel Cadbury, Roger Barber, Adrian Allen, Diana Common, Linda Barrett, Ray Barrett, Scott Bryden, Simeon Bright, Chris Chatfield.

In attendance: Sandra Haynes as minute taker.

Trevor began the meeting by paying tribute to John Cunningham-Dexter, who sadly died on 1st March. John was a Former Director, Trustee, Treasurer and Volunteer for the Friends of Bournville Carillon. He was an avid supporter of the organisation from its formation in 1997.

Trevor expressed the deep condolences of all members to Nigel, Pam and their family, with gratitude to John over many years. John's funeral will be held on Monday 28th March at 11.30am at Lodge Hill Crematorium, with refreshments afterwards at the Friends Meeting House.

Trevor then welcomed everyone to the meeting.

1. Apologies:

John Smith, Jayne Cadbury, Rosemary Morris, Jan Longmore, Janet Booth, Corrina Burge, Bill Rice, Jayne Cadbury, Margaret Twiss, Joy Workman, Enid Colston.

2. Minutes of last meeting: 24 June 2021:

2.1 Approval of Minutes:

The minutes were agreed and approved as a correct record of proceedings.

Proposed: Claire Vaughan; Seconded: Pam Dexter

Agreed by all in attendance

2.2 Matters Arising

Trevor noted that membership numbers have gone down slightly; there were 86 members in 2019.

3. Reports from Officers:

3.1 Carillonneurs Report - presented by Trevor Workman:

- The report focussed on the **calendar year January-December 2021**.
- Trevor reported a **gradual return to normality after Covid**, with weekly recitals on the carillon being held on Saturdays at 12 noon and 3.00pm.
- **Themed recitals in 2021** for Christian festivals, Patron Saints days, National Commemorations, Historic Occasions such as the Heritage Open Day, Royal Anniversaries, Composers anniversaries, Seasonal Celebrations, including Carols on the Green and New Year celebrations, Popular Performers and Composers, Heritage occasions and local events.
- **Guest recitals** in October by Jonathan Bradley from Newcastle-on-Tyne carillon and Scott Orr from Old Bond Street carillon in London.
- Trevor reported on the **World Carillon Congress in 2021**, which was a virtual event from Trinity College in Connecticut, USA. He was invited to give a recital representing the British Carillon Society, and it was streamed around the world on 19th July 2021. A video file of the recital has been circulated to members, and was posted on the web site. Trevor paid particular **thanks to Keith Quiney and Jonathan Workman** for the superb quality of sound and vision of the recording, including beautiful scenes of Bournville. A short extract from the recording was played for the members.
- All 680 carillonneurs around the world had been asked to play on **Saturday 5th March 2022 as a tribute in sympathy with and support for Ukraine**. Trevor's contribution was live streamed, and he thanked Keith for filming it. Ray Barrett took a bucket collection on Bournville Green, which raised £1559. This will be a weekly event at 12 noon each Saturday until further notice.

- The **George Cadbury Carillon School** now has two enthusiastic students, as one has moved away from the area. A Bursary Fund has been set up to help cover the cost of lessons. The students are making encouraging progress, and it is hoped that they will be given the opportunity of playing the carillon in the not too distant future.
- The **carillon website** is very informative, and it is kept up to date with all activities, although it does need further development. It is linked to social media and Facebook, and is available for everyone, including the carillon community abroad. Particular thanks go to Keith Quiney, Jonathan Workman and Ray Barrett for their work on the web site.

There were 10,593 views in the year. Greater web site traffic corresponded with **popular recitals, such as the Queen's Platinum Jubilee, and the tribute to the Duke of Edinburgh**. It is apparent that 80% views are from UK, and more women than men visit the site.

- **Carillon improvements:**

Clavier/keyboard renovation is still outstanding. Funding has been put aside, but Taylors are very busy. Some down time in playing will be inevitable when the renovation takes place.

- **Expressions of gratitude:**

Thanks were given to Charlotte Barber, Arthur Casey, Peter Casey, Pam Dexter, Dale Brusby, Keith Quiney, Jonathan Workman, all Board Directors/Trustees, Volunteers, Crafters and Tour Guides.

Serving Directors/Trustees of FoBC:

- **BVT Nominations** Nigel Cadbury (BVT Trustee representative)
- **BVT by role designation** Trevor Workman (Carillonneur)
Arthur Casey (Engineer)

- **Appointed by FoBC:**

Charlotte Barber (Assistant Carillonneur), Pam Dexter, Keith Quiney, Bill Rice, Claire Vaughan, Joy Workman, Dale Brusby.

- **Volunteers:**

Mike Robins, Pam Dexter, Dale Brusby, Colin Simpkins, Jill Connolly, Simon Hollis, Nick Folidis, Charlotte Barber, Jackie Jordan, Heather Duffy, Debbie Bray, Sandra Haynes.

- **Crafters:**

Carol Smith, Hannah Noble, Sarah Cage, Lorna Morgan, Linda Curry, Linda Barrett, Carol Meredith, Mike Jones, Milan Topalovic, Jade Larkin, Ray Barrett, Carol Lewis.

- **Tour guides:**

Ken Harris, Ray Barrett, Mike Jones (2)

- **BVT Liaison:**

Thanks to Jess Allen for temporary assistance after Theresa Gordon left. Current assistance from Simeon Bright, Community Places Manager

- **PRESIDENT:**

Special thanks to Jayne Cadbury MBE for her continuous encouragement and support for FoBC which is deeply appreciated.

FINALLY:

A big thank-you to Sandra Haynes for servicing our meetings, taking minutes and producing records. We are very grateful to Sandra for her assistance in this important task and for providing support to Pam.

3.2 Membership Secretary's Report: presented by Pam Dexter

- Membership statistics:

Joint Life	25
Life	33
Corporate	1
Individual	25
Family	5
Honorary	3

Total membership as at March 2022: 92 (- 2 down on reported position in 2021)

- * Pam asked for ideas to promote membership. Social media/Facebook could be useful. Linda suggested that a poster could be put up on the web site encouraging people to join.

Action point:

Further discussion of membership promotion needed at a future meeting.

Trevor thanked Pam for her informative report.

3.3 Treasurer's Report

- The financial situation in 2021 shows an £8000 increase in income over 2020.
- Sales were good throughout the year.
- A grant of £12,000 was received from Birmingham City Council to offset Covid lockdowns.
- Expenditure includes £16,932 for items to sell in the Rest House
- Gross sales of over £8000 per annum attract corporation tax, so careful monitoring is needed.
- Birmingham City Council has ceased charging rates for the Coach House, saving £600 per annum.
- Surplus made of £10,600 but without the BCC grant we would have made a loss.

Adrian asked if we should have received a second grant from BCC for £3000. He also asked where the student bursary appears in the accounts; it is in the Bell Fund. Adrian asked if the accounts have been examined; Dale replied that this is in hand. Adrian commented that the accounts should not really be accepted until they have been successfully examined. This was noted for the future.

Annual Accounts were approved subject to successful examination:

Proposed: Nigel Cadbury,

Seconded: Claire Vaughan

Agreed by all in attendance.

Dale explained that we need to agree the independent examiner and proposed continuation of the appointment of Paul Heywood.

Proposed : Adrian Allen

Seconded : Nigel Cadbury

Agreed by all in attendance.

Trevor thanked Dale for his excellent report but advised the meeting that Dale wishes to resign as Treasurer. This will be a blow for the FoBC, as Dale does such an excellent job and meticulous job. Further information will be available in due course.

3.4 Visitor Centre Report: presented by Pam Dexter:

- Since Joy's retirement the Friends have been responsible for ordering goods for sale. Joy generously donated all the goods she had in stock to the FoBC.
- There are 10 local crafters whose goods are sold; FoBC get 20% of sale price. One crafter has retired and donated her goods to FoBC. 5 crafters are waiting for spaces to become available.
- 2 informal meetings were held for the volunteers in Minworth Grieves, which Daniel Caldicott kindly allowed us to use. It gave volunteers the chance to meet socially, although some volunteers could not attend because of work commitments. An evening meeting could be scheduled in future to enable those volunteers to attend.

- Ray Barrett took some Selly Manor staff on a tour of the carillon, which they enjoyed very much.
- The display boards in the Rest House need to be refreshed.
- It is hoped that all goods for sale can be bar-coded in future.
- Some damp has been reported to BVT, and this dampness has damaged some goods, especially books.
- It is hoped to have a special celebration for the Queen's Jubilee.
- Pam thanked all those who help to make the Rest House successful.

4 Election of Officers:

- All trustees willing to stand again as follows:
Charlotte Barber, Pam Dexter, Joy Workman, Claire Vaughan, Dale Brusby, Keith Quiney, Bill Rice.
- There was a discussion about whether Trevor Workman and Nigel Cadbury should be added to the list, but it was agreed that Trevor is an employee, and Nigel is appointed by BVT. Pam checked section 5 of the constitution and confirmed that they are not elected, but appointed by BVT.

Trustees were re-elected unanimously en bloc.

Proposed: Nigel Cadbury

Seconded: Adrian Allen

Agreed by all in attendance.

5. Forthcoming Events:

- Events leaflet nearly ready
- Ideas were discussed for celebrating the Queen's Platinum Jubilee. It is hoped to have a special recital, and encourage people to sit on the Green. Pam reported that Selly Manor is opening the gardens for picnics. It was agreed that it would be a good idea to liaise with Selly Manor to link the celebrations.

Action Point: Pam to liaise with Selly Manor staff about Jubilee Celebration plans

6. Feedback from "Friends":

- It was noted that Andrew from Evans's on Bournville Green holds the keys for the Rest House, and is very supportive; he also takes in deliveries, and has donated stock previously ordered by Louise. He is coming on a carillon tour, but it was suggested that he should be offered honorary membership of the Friends. This was supported unanimously.

Proposed: Trevor Workman

Seconded: Keith Quiney

- Adrian noted that visitors to Bournville appreciate hearing the carillon playing. Trevor reported that the BBC is currently re-running a programme called "*The Birth of British Music*", which features the carillon. It is available on iPlayer.

7. AOB

- Ray commented that Bournville is on the **route of the Commonwealth Games marathon on Saturday 30th July and asked if a recital should mark this event.** Competitors will be passing through at 8.00am and 1.30pm. The Rest House is likely to be busy that day. Joan from the Friends of Bournville Park is happy for us to do a joint event.
- On 24th October 2022 it will be **100 years since George Cadbury died**; it was suggested we might mark this event in some way. It was suggested that BVT might have something planned.

Action Point: Nigel Cadbury and Adrian Allen to check if BVT have plans to mark this important event

- It was noted that there are **issues with the card reader signal** in the Rest House when the space is crowded. It was suggested that wi-fi should be installed there. Keith explained that we are currently running through the broadband of St Francis Church, and there might be security issues. We really need a dedicated system not linked to the church. It was agreed to **set up a working group** to look into this, with Ray and Keith as members.

Action Point: Keith and Ray to meet to discuss a dedicated wi-fi installation for the Rest House.

Date of Next Meeting: 30th March 2023

COMPANY NO. 040 14006
FRIENDS OF BOURNVILLE CARILLON LIMITED
Registered Charity No. 1084093
Income and Expenditure Account for 12 months to 31st December 2021

<u>INCOME</u>		<u>EXPENDITURE</u>			
	2021	2020		2021	2020
General Fund:	£	£		£	£
<u>Visitor Centre:</u>					
Visitor Centre Sales	24,511	16,936	Purchases	16,848	12,785
Tours	162	158	Administration	1,357	1,051
			Insurance	570	587
			Maintenance	228	276
			Other	78	289
	<hr/>	<hr/>		<hr/>	<hr/>
	24,673	17,094		19,081	14,988
<u>Other:</u>					
Donations: General	12,499	362	Recital Fees	200	
Membership	1,160	720	Printing		102
Bank Interest	3	19			
	<hr/>	<hr/>		<hr/>	<hr/>
	13,662	1,101		200	102
	<hr/>	<hr/>		<hr/>	<hr/>
	38,335	18,195		19,281	15,090
<u>Coach House:</u>					
Coach House Donations	528	5,522	Rent/Rates	3,361	4,342
Remedial Work Donation		5,000	Running Cost	2,186	1,591
			Maintenance	2,805	5,099
	<hr/>	<hr/>		<hr/>	<hr/>
	528	10,522		8,352	11,032
Total Income	<hr/>	<hr/>	Total Expenditure	<hr/>	<hr/>
	38,863	28,717		27,633	26,122
			Surplus	11,230	2,595
	<hr/>	<hr/>		<hr/>	<hr/>
	38,863	28,717		38,863	28,717

Balance Sheet as at December 2021

<u>FUNDS</u>			<u>ASSETS</u>		
	2021	2020		2021	2020
	£	£		£	£
Reserves b/f	42,178	39,583	Equipment	0.00	0.00
General Fund	19,054	3,105	Bank Accounts & Cash in Hand	54,790	44,807
Coach House	(7,824)	(510)	Creditors	(1,382)	(2,629)
Bell Appeal	0	0			
	<hr/> 53,408	<hr/> 42,178		<hr/> 53,408	<hr/> 42,178
FUND BALANCES					
General Fund	26,507	15,277			
Other Funds:					
Bell Appeal Fund	17,200	17,200			
Safety Repair Fund	5,596	5,596			
Legacy	4,105	4,105			
	<hr/> 53,408	<hr/> 42,178			



Report to the trustees/
members of

FRIENDS OF BOURNVILLE CARILLON LIMITED

On accounts for the year
ended

DECEMBER 2021

Charity no
(if any)

1084093

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

10/7/22

Name:

Paul Haywood

Relevant professional
qualification(s) or body (if
any):

Address:

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BART GREEN
BIRMINGHAM B45 8NX