



DRY STONE WALLING ASSOCIATION OF GREAT BRITAIN

Westmorland County Showground, Lane Farm
Crooklands, Milnthorpe, Cumbria, LA7 7NH
015395 67953 e-mail: information@dswa.org.uk
Website: <http://www.dswa.org.uk>

**Minutes of the meeting of the DSWA Management Committee held on Saturday 3 September 2011
at the Westmorland County Showground, commencing at 10.00am**

Present: A Devonport (Chairman); Mrs T Blackwell (Deputy Chairman); A Loudon (Deputy Chairman); B Jones (Vice President); S Mitchell (Central Scotland); Mrs D Davies (Cheshire); M Bengé (Cumbria); A Brown-Jackson (Derbyshire); D Seed (Mid-Lancs); S Adcock (North Wales); R Kitchen (Otley & Yorkshire Dales); E Fort (Pennine); R Love (South East Scotland); N Coombey (South West Scotland); D Brookes (South Yorkshire); Q Grosvenor (West Yorkshire); M Booth (Elected Representative). ACTION BY

In Attendance: Mrs S Addy & Miss A Shaw.

M11.35 **Apologies:** Apologies were received on behalf of Lord Cavendish, B Hannett, V Hollings, C Jenkins, Ms B Koo, Mrs B Moorhead, N Muir, T Norris, R Tufnell, R Stockall, D Walmesley-Cotham, and Isle of Skye branch.

M11.36 **Chairman's Opening Remarks**
The Chairman welcomed everyone to the meeting.

M11.37 **To confirm minutes of previous meeting – 4 June 2011**
The minutes were confirmed as a correct record of the meeting and signed accordingly.

M11.38 **Matters arising from previous minutes**

M11.38a **West of Scotland Branch (M11.04c & M11.22a):** A letter had been received from I Campbell expressing continued concerns about the insurance cover in place for branch events, where non DSWA members are taking part. The branch is apparently classing all active walling days as training courses, which are covered for non DSWA members to attend. The Committee was frustrated to learn of the continuing problems and it was agreed that a further strongly worded letter would be sent to N Muir and copied to all branch members clarifying the situation once more. The letter would also be copied to other Scottish branches and would include an action that it should be read out at a branch meeting so that non-DSWA members of the branch were made fully aware of the situation. It was agreed that Q Grosvenor would draft the letter for circulation to the Officer Group before being sent out. The Association would also need to look at what action it could legally take to resolve the situation if necessary.

A DEVONPORT/
A SHAW

Q GROSVENOR

A DEVONPORT

It was pointed out that the branch invites its members to pay a small sum to "join their charity", which equates to a branch membership fee, which had raised some concerns from other branches within Scotland.

M11.38b **Diamond Jubilee 2012 (M11.33a):** A Devonport explained to the meeting that he had unfortunately received very little response in relation to the possibility of running a walling competition to celebrate the Queen's Diamond Jubilee. However, he asked A Loudon his thoughts on contact being made with Highgrove Estate to see whether an event could be arranged, following ideas that had been discussed at a meeting attended by A Loudon earlier in the year.

A DEVONPORT

M11.39 **Correspondence**

A letter had been received from the Isle of Skye branch seeking advice and/or ideas on how the branch could continue due to a very small membership and difficulties in arranging activities. It was agreed that the Scotland Liaison Group would consider the matter fully at its next meeting but meantime a letter would be sent to the branch advising of some possible links that could be developed with the University of the Highlands and Islands, which had recently come in to the office.

SCOTLAND
LIAISON
GROUP

A SHAW

M11.40 **Financial Reports**

M11.40a **Current Finances:** Copies of the current finances had been previously circulated. There were no questions. The Committee was pleased to learn of the Gift Aid refund which totalled £4,992.59. Branches were reminded that copies of the branch accounts should be submitted as soon as possible to the office, but certainly before 30 September. Draft copies were acceptable in the first instance.

ALL BRANCHES

In response to a suggestion from the Derbyshire branch, it was noted that the Association was not looking to move premises and the idea of acquiring land and a building would not be pursued.

The Committee was made aware of problems currently being experienced in processing credit card payments on mail order items. It is not possible to bypass the security code section and therefore the

office had to contact all people sending in such orders. Following a brief discussion, the Committee agreed by a vote of 17 in favour and one against that the Association should move forward in setting up a PayPal or similar facility that could be accessed via the website, which would hopefully address the above problem. M Booth would pursue the matter.

M BOOTH/
A SHAW

M11.40b **Current Membership:** The current membership figures were as follows; a total of 1146, which included 858 Open, 257 Professional, 17 Corporate and 8 Junior members. A total of 64 new members had been registered since March, which was included in the above figures. The overall figure was slightly down on previous years but this was most likely due to the economic climate.

At this point Miss Shaw left the meeting.

M11.40c **Salaries Review:** A proposal was put forward by Mrs Addy for a 2.5% increase in salaries for both Miss Shaw and Mrs Robinson, to take effect from 1 October 2011. This figure was in line with average earnings in the private sector. Following a short discussion, there was a unanimous vote in favour of the above, which was proposed by A Loudon and seconded by D Seed.

S ADDY

Miss Shaw then returned to the meeting.

M11.41 **Constitution Updates**
These would be covered under the AGM item later in the meeting.

M11.42 **Forward Strategy**

M11.42a **Membership Group Update:** There was nothing new to report. It was, however, noted that amendments had been made to the teleconference account held by the Association, which should mean that the cost of future calls would be invoiced centrally and participants should not incur charges.

M11.43 **Training & Education Co-ordinator**

An application for funding towards this post had been submitted to The Prince's Countryside Fund, which had been agreed in principle by the Trustees although they had asked for changes to the way in which funds would be spent. R Love advised the meeting that additional information had been submitted for the Trustees to consider, further explaining why the application was structured the way it was. The meeting to discuss the application further was scheduled for 6 September. The Committee was also informed that there had been communications between the DSWA office and The Ernest Cook Trust, which was interested in supporting dry stone walling as part of its 60th anniversary in 2012.

R LOVE/
A SHAW

Subsequent to the Management Committee meeting, confirmation had been received that the grant application to The Prince's Countryside Fund had been successful.

M11.44 **Officer Group**

Minutes from the previous meeting held on 1 August would be circulated with the Management Committee minutes, due to the timing of the meetings. The following points were, however, noted.

- N Coombey advised the Committee that issues within South West Scotland branch appear to have settled down, following the branch EGM after which a vote of no confidence in the Chairman had been given and he had since stepped down from office.
- The Association had received details of a possible new TV programme to be produced, focussing on Britain's disappearing heritage, particularly in the South West of England. Details had been forwarded to the Dorset branch which had submitted information on work done the coastal path.

A SHAW

M11.45 **Management Committee Co-ordinator Reports**

M11.45a **Craft Skills Group:** A meeting had taken place on 23 August and the following points noted.

- There had been a total of 37 test days up to the end of August with a further 15 already booked in before the end of the year, a figure that was likely to increase. Most of the candidates were entered for the Level 1/Level 2 tests as follows:
Level 1 entries 210; Level 1 passes 170;
Level 2 entries 105; Level 2 passes 69
Level 3 Features entries 9; passes 5; Level 3 Timed entries 4 – no passes.
- It was noted that students working towards the Advanced certificate might, in reality, need up to two years to reach the necessary standard but there was a danger that colleges might try to rush students through a course, which would result in high failure rates. It was also noted that individuals working towards the higher levels of certification needed to take into account the physical ability required to achieve these qualifications.
- A discussion had taken place about whether the features section of the test should remain valid indefinitely, rather than having to be redone if the candidate does not pass the timed test within the given time frame. During a lively discussion it was noted that candidates should not consider the tests as two separate courses but rather look at the certificate as a whole and ensure they are capable of undertaking the timed section almost before work commences on the features.
- There had been some problems with college course students not being ready for the level of tests registered for. In order to try and address such issues, ideas were being developed for seminar-like

	<p>events to help colleges and other organisations better understand what was required and/or expected from courses that were offered.</p> <ul style="list-style-type: none"> • A draft paper had been circulated to the Craft Skills Group in relation to the appointment of new Examiners. • The Craft Skills Group had received three enquiries about holders of Mastercraftsman certificates. Documentation existed to show the certificates had been awarded but there was no information as to why the individuals were not shown at this level of certification. It was agreed that certificates should be upheld unless written evidence existed detailing why the certificate had been revoked. However, it was noted that the Association reserves the right to request current work to be inspected, at the certificate holders expense, if the individual wished to re-join as a professional member. • There were two upcoming test days in Scotland, which due to location and low numbers, would be taking place but would be part funded from general certification scheme income. • The idea of developing a more traditional apprenticeship for potential dry stone wallers was discussed. It was noted that the Coppice Association has a successful apprenticeship scheme which could be used as a model for dry stone walling. This matter would be pursued. 	<p>A LOUDON</p> <p>A LOUDON/ A SHAW</p> <p>A LOUDON/ R LOVE</p>
M11.45b	Grants: The EU agricultural grants for England were currently being discussed although no final details were yet available. Grants for the regeneration of coastal areas were available in some areas. It was likely that new Lottery schemes would be announced now that funding for the London Olympics had been completed. There was nothing specific to report for Scotland or Wales.	
M11.45c	International: A Brown-Jackson advised the meeting that there were possibly two groups of Czech wallers hoping to visit the UK and he was also pursuing a contact in New Zealand.	
	<p>There had been a significant increase in walling courses in Malta following visits to the island a number of years ago.</p> <p>Preliminary details for the International Dry Stone Walling Congress in 2012 had been received. The event will be hosted by Sardinia and will take place on 21-23 September, with the opportunity to carry out some practical work the week before. Further details will be available from the SPS website during October.</p> <p>Information had been received from R Tufnell about French proposals for dry stone walling to be included as a candidate representative of the Material Cultural Heritage of UNESCO, which would recognise the craft of dry stone walling including the knowledge and training in the craft. The Committee welcomed this information and would be kept informed of developments.</p>	<p>R TUFNELL</p>
M11.45d	Pinnacle Awards: The work in Fife "The Wonky Wall" had been inspected and reports submitted. Unfortunately the Assessors did not consider the quality of work to be sufficiently high to merit an award and the design was similar to other existing dry stone walling projects. Photos and copies of the reports were available. The Committee agreed with the decision that an award would not be granted.	<p>S ADCOCK/ A SHAW</p>
	An initial enquiry had been received for a project in the Cotswolds but a completed application form was still outstanding, which would be pursued.	<p>A SHAW</p>
M11.45e	Ronnie Ball Award: The Committee was advised that no further details had been received from the existing candidate although S Mitchell was hoping that information would be available before the AGM in order that a presentation could be made at that time if appropriate.	<p>S MITCHELL</p>
M11.46	<u>Annual General Meeting & Members' Weekend 2011</u>	
M11.46a	The Committee was reminded that nomination forms must be returned to the office no later than Friday 16 September. Information had been included in the Waller & Dyker to ensure all members were aware of the opportunity to stand for election. R Stockall had approached existing Management Committee representatives and R Love agreed to follow up those who had not yet responded.	<p>R LOVE</p>
	<p>A draft Voting Paper was tabled at the meeting. A lively discussion ensued in order to determine the length of service for the new Trustees, bearing in mind the need to establish a rolling tenure of office. The Committee agreed that the four candidates receiving the highest number of votes would serve on the Trustee Board for three years, the next four highest would serve for two years and the next group for one year, although re-election was possible. It was agreed that the Voting paper must have a section for electing a President, Vice Presidents and Trustees. It was noted that the new Rules did not specify the number of Vice Presidents to be elected. A short discussion took place about whether this role was necessary and if so, the number required. In conclusion, the Committee agreed unanimously to amend Section B of the Rules as follows:</p>	<p>A SHAW</p>
	"B. President: There will be a President and up to three Vice Presidents, who are not Trustees, who are elected for a three year term by the Annual General Meeting....."	<p>B JONES/ A SHAW</p>

The election of a Chairman and identifying specific Trustee roles/responsibilities would be carried out at the first meeting of the new Trustee Board on 27 November.

A further paper was tabled with regard to suggested meeting dates and frequency. The Committee agreed that there should be a mixture of teleconference and face to face meetings and that the Forum should meet twice a year, initially. The proposed frequency of meetings was January, March, May, July, September and November with the Forum in March and September. Actual dates would need to be set at the first meeting of the new Trustee Board in November. It was noted, however, that in order to hold the AGMs in March in future, it would be necessary to seek permission from the Charity Commission to have a period of more than 15 months initially, in order to make the changeover. If this was not possible, consideration would have to be given to holding an AGM within six months of the November date.

A SHAW

A SHAW

A discussion took place about establishing the Forum. An article would be placed in the next Waller & Dyker asking members for their ideas and a letter sent to all branch secretaries seeking input from members. It was agreed that A Loudon and A Devonport would look at developing some ideas for the first Forum to take place in March 2012.

A LOUDON/
A DEVONPORT

M11.46b Annual General Meeting Draft Agenda: The previously circulated draft agenda was discussed and in light of the above discussions, minor amendments were made. This would be issued to all current members in early October, along with the voting form.

A SHAW

M11.47 Hundred Club

Draws for the Hundred Club were made as follows:

July 2011	2% V Lee (149)	1% V Carlton (12) and S McNeill (16)
August 2011	2% G Houston (100)	1% M Johnson (63) and S McNeill (16)
September 2011	2% B Lee (32)	1% J Greenwood (54) and P Davies (59)
October 2011	2% D Jones (115)	1% C Jenkins (151) and K Pollitt (61)

A SHAW

The Committee agreed unanimously to continue to run the Hundred Club for the coming year.

M11.48 Any Other Business

M11.48a In response to a question from Mrs Addy, it was noted that the "Contractors" heading on the website would not be renamed.

M11.48b Safety Footwear: A Brown-Jackson & M Benge advised the meeting of two products available that were designed to protect the top of the foot from injury. One was boots with shock absorbing gel to help reduce impact on the area of foot between the steel toecap and the instep. The other was a metal shank that can be attached to the outside of the boot, again to help prevent injury to the top of the foot and often used in foundries.

M11.48c Power of Making Exhibition: It was noted that a section of dry stone wall had in fact been included in this exhibition, which was running until January 2012 at the Victoria and Albert Museum in London. It was encouraging to learn that dry stone walling had been showcased in the capital in various locations during the last six months, which can only be good for publicity about the craft.

M11.48d In response to a query from S Mitchell about the possibility of using images from the Essential Guide DVD that he should contact P Webley in the first instance to seek permission.

S MITCHELL

M11.48e South West Scotland Walling Competition: This event was scheduled to take place on Saturday 24 September at Rainton Farm, Gatehouse of Fleet. Further details were available at the meeting or from the branch website.

M11.49 Date of Next Meeting

The next meeting will take place on Sunday 27 November 2011 commencing at 10.00am at the Cumbria Grand Hotel, Grange-over-Sands. Amendments to minutes/agenda items/papers should be sent to the office by 28 October at the latest. **PLEASE NOTE CHANGE OF VENUE.**

Signed



Date27 November 2011.....

A Shaw/16 September 2011

ref: dswa/mancttee/sept11mins