

Lane Farm, Crooklands, Milnthorpe, Cumbria, LA7 7NH
Tel: 015395 67953 Email: information@dswa.org.uk Website: www.dswa.org.uk
Registered Charity Number 289678

**Minutes of the DSWA Trustee Board meeting held
on Saturday 15 June 2024 at Old Meadow, Hocker Lane, Over Alderley, SK10 4SB & via Teams**

Present: P Clayton, T Blackwell (online), A Loudon, B Hartley (online), J Taylor, P Kirkup (online), J Gwilliam, L Noble & B Martindale

In Attendance: H Lewis

Apologies: Lord Cavendish (President), C Noble, M Tyler & P Isherwood

TB = Trustee Board

		ACTION BY
TB24.17	<u>Opening Remarks</u> P Clayton welcomed everyone to the meeting and again shared the delightful news that The King has agreed to be the Patron. Thanks was given to A Loudon for hosting.	
TB24.18	<u>To confirm minutes of previous Trustee Board meeting – 16 March 2024</u> Minutes were approved and signed as a correct record.	P CLAYTON
TB24.19	<u>Correspondence</u> <ul style="list-style-type: none"> • The Trustees would like to thank Vincent Gibson for his email complementing our leaflets. 	
TB24.20	<u>Matters Arising not on the agenda:</u>	
TB24.20a	<ul style="list-style-type: none"> • DSWA Instructor Register – is no longer published and if anyone needs an instructor, they must contact the Craft Skills Group. The List is to be taken off the media library. • Welsh Translation of leaflets – it was agreed by all, that the Wales Branch can take the existing leaflets, translate them into Welsh and publish them on their Branch website, alongside the English ones. 	H LEWIS
TB24.20b		J GWILLIAM
TB24.21	<u>Finance</u>	
TB24.21a	<ul style="list-style-type: none"> • Current financial figures: <ul style="list-style-type: none"> ○ Net profit compared to the same period last year is down £5736 from £47720 to £41984. However last year included Gif Aid at £8934, this year's Gift Aid will be posted in Q4. The amount expected is £8737. ○ National Training Course income is up £14.8K, with costs up only £2K. Staff costs are up £7K over the period. ○ The Fourth quarter last year showed a deficit of £8K which should be similar this year. ○ A known bonus in Q4 is a £4K transfer from Cheshire Branch. 	
TB24.21b	<ul style="list-style-type: none"> • Reserves account update: <ul style="list-style-type: none"> ○ Skipton Building Society Account is now being processed with B Hartley and A Loudon to be signatories. ○ Natwest is unfortunately not an option to the DSWA, due to their terms and conditions. ○ An alternative was proposed, the Co-op Charity & Community Account with A Loudon and B Hartley to be signatories. As per our March TB meeting this was proposed by B Hartley and Seconded by J Taylor with unanimous agreement by the whole Trustee Board. 	B HARTLEY & A LOUDON
TB24.21c	<ul style="list-style-type: none"> • Durham Legacy Proposal – P Kirkup presented an alternative project, The Church of St Matthew, Waskerley, Consett, Co. Durham, which had been suggested by DSWA Susan Robson. As the Stockton & Darlington Railway project has significantly stalled, with almost no communication, after some debate, it was decided that the money would be put to the Church of St Matthew on the condition that the project is run and managed by DSWA-GB's CSG and it is surveyed, a written specification is produced, it is tendered with the Wallers being selected by the CSG and the tender work is monitored by the CSG, with staged sign offs at preorganised points to ensure that quality work is delivered. Must have interpretation board and plaque on it. A vote was taken with the majority taking it agreement. 	CSG, P KIRKUP & P FOSTER
TB24.21d	<ul style="list-style-type: none"> • Stockton & Darlington Railway are no longer to be chased as the money is spent. 	

TB24.22	<u>Craft Skills Group & Training & Education</u>	
TB24.22a	<ul style="list-style-type: none"> ● Highlights of the training and education report: <ul style="list-style-type: none"> ○ First women's only training course has just finished at Crooklands. T Blackwell ran an excellent week last week, lots of positive feedback. It will probably be run again. ○ SWE National Grid - £10k community grant was awarded because they were disrupting local communities, moving power lines etc the SW. They are spending it really sensibly as the purpose was to move people through the Crafts Certification Scheme. They have sent a report over which is available and most of the money is now spent. Great example of how to spend the money properly. 	
TB24.22B	<ul style="list-style-type: none"> ● Highlights of the CSG: <ul style="list-style-type: none"> ○ Standard setting was done and some decisions out of that included moving to doing it every 3 years rather than 2 years. ○ On the back of it, we had an External Quality Assessment, which was attended by K Dymock, A Loudon and B Hartley at Derbyshire Eco Centre. K Dymock got a glowing report from Nick Cook, who was extremely pleased with Kate's work. ○ However, in the documented feedback, it was highlighted that some of our policies need reviewing to meet Lanta requirements. A deadline was given of 12th July 2024 by Lantra but a DSWA deadline was agreed of 29th June 2024, to allow for proof reading and publishing. 	P CLAYTON, P KIRKUP, K DYMOCK & H LEWIS
TB24.23	<u>Governance Issues</u>	
TB24.23a	<ul style="list-style-type: none"> ● Operations Group proposal was discussed to take the pressure off the Chair but in no way does it replace the role of the Chair. A discussion followed about the areas needing assistance and who could help, so that the short and medium goals of the 5 year plan could be attained. 	
TB24.23b	<ul style="list-style-type: none"> ● The new Social Media Policy, written by K Dymock and L Noble, was highly praised. It will be published after some modifications and some further guidance will be written to go with it. 	K DYMOCK & L NOBLE
TB24.23c	<ul style="list-style-type: none"> ● Mid-Lancs Update – P Clayton, P Isherwood and H Lewis visited their branch meeting. We are pleased to announce that they have a new Branch Committee. However, we will continue to offer help to help the Branch grow going forward. 	P CLAYTON
TB24.23d	<ul style="list-style-type: none"> ● A Loudon pointed out that Branch structure is changing as the world is changing and DSWA needs to review our strategies as part of the 5 year plan. 	OPERATIONS GROUP
TB24.23e	<ul style="list-style-type: none"> ● B Hartley & H Lewis are currently putting together some guidance for new Branch Chairs and Secretaries. 	B HARTLEY & H LEWIS
TB24.23f	<ul style="list-style-type: none"> ● West Yorkshire Update – all branch activities have stopped. P Clayton has requested a meeting with Branch Members. An update will follow. P Clayton, H Lewis, C Noble and T Blackwell to all try to attend. 	P CLAYTON, C NOBLE, T BLACKWELL & H LEWIS
TB24.23g	<ul style="list-style-type: none"> ● South Yorkshire have also been identified as struggling but seem open to suggestion. L Noble to keep talking to them and then we can push forward. 	L NOBLE
TB24.24	<u>Membership</u>	
	Trustees looked at the membership analysis and shows although slightly down this year, financially we are in a similar position. The new Operations Group will look at this in more detail.	OPERATIONS GROUP
TB24.25	<u>Branch updates</u>	
TB24.25a	<ul style="list-style-type: none"> ● Update from Zoom meeting with branches: <ul style="list-style-type: none"> ○ Jack Taylor had issued the Meeting Notes already and they had been circulated. 11 different branches participated which was a good turnout. ○ The topic was display materials, which drifted into shows and what we do at shows. ○ This led to the question 'How does the Association represent itself out in the wider world as an organisation?'. It then became apparent that Branches are doing different things despite Branch and Brand Guidelines. ○ There was a unanimous feeling that Branches around the country want DSWA-GB to have the same overall appearance and to be led by DSWA-GB. ○ The TB listened and agreed that this was an excellent idea and will start working on it. It is expected that progress will be in the form of evolution rather than revolution. ○ It was also agreed that a separate fund will be created for branch resources and those Branches with excess funds could transfer monies into it. 	P CLAYTON, J TAYLOR & H LEWIS

	<ul style="list-style-type: none"> ○ J Taylor to write a piece for the W&D to bring in the whole membership on this project. ○ A Loudon would like to remind Branches that they are responsible for ensuring competent Dry Stone Wallers are doing the demonstrations at events, including the Members chatting to the public. 	J TAYLOR
TB24.25b	<ul style="list-style-type: none"> ● Wales Branch: <ul style="list-style-type: none"> ○ Applied to Neath Port Talbot Levelling Up Fund to support three events in July, August and September – the Gwrhyd Competition on 13th July, a free taster course for young people and certification at the training site in September. They have been awarded a sizable grant to help with capital purchases such as equipment, gazebos, help with administrative costs, Welsh translation, leaflet printing costs, toilet hire, PPE for participants, transport costs, books, as well as a mobile welfare unit and a container. A massive congratulations to Wales branch for achieving this. ○ In North Wales, there is going to be a gathering of Wallers, including our 17 DSWA members who are in the area on July 27th, at the Field Studies Council, Rhyd-y-Creuau to try and increase the support for re-establishing the North Wales Branch. ○ Thank you was given to P Clayton for visiting the Training course, on April 27th, which was well received and appreciated. ○ Phil Jones, Chief Executive of Business Focus, was on a recent course and they oversee helping run and support businesses in Wales. The Branch has asked them to put together a package to help and advise people who want to start their own business in dry stone walling, in Wales. 	
TB24.25c	<ul style="list-style-type: none"> ● Otley & Yorkshire Dales: <ul style="list-style-type: none"> ○ Training courses are fully booked up and will start releasing 2025 dates shortly. ○ Going to the Great Yorkshire Show where they will be building a curve, corner, lunky etc. 	
TB24.25d	<ul style="list-style-type: none"> ● Cotswolds: <ul style="list-style-type: none"> ○ T Blackwell to make contact and see what support can be offered. 	T BLACKWELL
TB24.25e	<ul style="list-style-type: none"> ● SW England: <ul style="list-style-type: none"> ○ Enquired about Instructors courses. Response to be sent. 	
TB24.25f	<ul style="list-style-type: none"> ● Lancashire: <ul style="list-style-type: none"> ○ Having a busy summer but down slightly on participants of the beginners courses but have linked with other branches to fill the places. ○ Training site is busy but down on numbers on course but linking with other branches is helping to fill places. ○ They have a few shows coming up which will help. ○ Training site is up and are running courses in September, two one day training days, followed by a L1 & L2 Test Day. They also still have two level 3 training walls. 	T BLACKWELL & B HARTLEY
TB24.25g	<ul style="list-style-type: none"> ● Ellwood: <ul style="list-style-type: none"> ○ Branches to be asked if they want to sponsor items for the Ellwood Festival to help with costs. There would be full recognition of any sponsorship. ○ It is the Ellwood Classic on June 22nd and they have received the most entries ever, partly due to the new pairs class. Approximately 26 entries in 4 categories including Northumbria branch members, which really good to see. 	L NOBLE & B MARTINDALE
TB24.25h	<ul style="list-style-type: none"> ● Cheshire: <ul style="list-style-type: none"> ○ The Branch has agreed to transfer £4000 to DSWA-GB. J Taylor to confirm the branch preference for its eventual purpose. ○ Numbers are down for training courses & practice meets. ○ Joint events with the National Trust at Lyme Park, where there are 18 miles of dry stone field walls, are going well. Several 'Walling Walks' have been undertaken, with a further one planned with September. These walks are free to NT visitors. ○ The Branch have also been working with the Shropshire Union Canal Society refurbishing a previously derelict quay on a currently 'dry' section of the Montgomery Canal. ○ The Branch has also been doing some joint work with Wales Branch and National Trust members, repairing the limestone walls on Great Orme near Llandudno. 	
TB24.25i	<ul style="list-style-type: none"> ● Northumbria: 	

- 3 taster days left out of 8 and by the end of September they will have trained 60 people in total and got new members, hence their bumper year and are tending to be younger people, which is great news.
- St Johns Chapel Show walling competition is on Saturday 31st August and ALL members are invited.

TB24.26	<u>Staffing</u> <ul style="list-style-type: none"> • Contracts • Heath & Safety file 	P CLAYTON P CLAYTON
TB24.27	<u>Other DSWA Group</u> Sales & Marketing Group:	
TB24.27a	<ul style="list-style-type: none"> • DSWA Calendar for 2025 is being compiled. If anyone has any photos that could be used, please send them to information@dswa.org.uk It will be a limited run this year, so pre-orders will be encouraged. 	ALL MEMBERS
TB24.27b	<ul style="list-style-type: none"> • Ideas from all members about what we could sell, going forward are welcomed for the Sales & Marketing Team to explore. 	
TB24.28	<u>Intangible Cultural Heritage Consultation</u> <ul style="list-style-type: none"> • Unfortunately this is on hold, pending the General Election. 	
TB24.29	<u>Hundred Club</u> The draw was made, and the following were winners: <ul style="list-style-type: none"> • 2% Irene Wright • 1% Chris Bolshaw • 1% Michael Corless 	
TB24.30	<u>Any Other Business</u>	
TB24.30a	<ul style="list-style-type: none"> • Professional Register on the website to be made more obvious. 	H LEWIS
TB24.30b	<ul style="list-style-type: none"> • The wording and criteria for awards to be updated. • Operations Group to set a meeting date. 	A LOUDON B HARTLEY
TB24.30c	<ul style="list-style-type: none"> • Lord Cavendish is donating stone including some to be used to build the Devon Bank at the Trad Festival. 	
TB24.30d	<ul style="list-style-type: none"> • Card terminal for the office is not to be renewed when the contract ends on October 2024. 	
TB24.30e	<ul style="list-style-type: none"> • Sound quality this time was much better, using existing technology with a different location. However, we are waiting for a new sound bar with extra microphones to help with the acoustics in future meetings. 	
TB24.30f	<ul style="list-style-type: none"> • Thank you once again to A Loudon for hosting this meeting. 	
TB24.31	<u>Date of Next Meeting</u>	
TB24.31a	The next meeting will take place on Saturday 14 th September 2024 at 10.00am at TBC (Potentially at the Swan Inn, 1 the Square, Dobcross, Oldham, OL3 5AA subject to P Clayton checking the wi-fi and suitability of the room)	P CLAYTON
TB24.31b	Agenda items and papers (excluding financials) should be sent to the office by 30th August 2024 .	ALL
TB24.31c	Future meeting dates for 2024 are as follows: <ul style="list-style-type: none"> • Saturday 14th September • Saturday 14th December 	

Signed

Date

H LEWIS/15 June 2024
Meetings\2024\15 June 2024

ref: DSWA\Trustee Board