

SOUTH WEST 12 BELL STRIKING COMPETITION SOCIETY

Objective

1. The objective of the South West 12 Bell Striking Competition is to encourage ringing on twelve bells in the south-west of England and South Wales. Providing an opportunity for bands to foster a focus to their ringing and to enjoy fellowship with other ringers in the area. The Competition shall be held annually, normally on the second Saturday in October. The winning band shall be awarded the Higby Trophy.

Constitution

2. The Competition shall be administered by a Committee, which shall be responsible for its planning and organisation. The Committee shall be convened at least twice annually;
3. Each eligible centre of ringing shall be entitled to appoint one representative to the Committee. A centre may change its representative at any time by giving notice to the Secretary. Each member of the Committee shall have one vote;
4. The Committee shall annually elect from its number a Chairman, who shall be eligible for re-election;
5. The Committee shall annually from its number (or otherwise) elect a Secretary/Treasurer and a Webmaster, both of whom shall be ex officio members of the Committee and entitled to vote at Committee meetings.

Role and Duties of the Committee

6. The Committee shall decide the venue, entry fee and test piece for each Competition
7. The Committee shall appoint the Chief Judge each year and, in consultation with the Chief Judge, shall appoint Assistant Judge(s) as necessary. The Judges' decisions at any stage of the Competition are final. Any reasonable Judges' expenses shall be reimbursed from the Competition's funds;
8. The Committee shall approve the accounts annually;
9. The Committee shall maintain and keep safe an archive of the Competition:

10. The Committee shall have the power to amend these Rules, by decision of the majority of those present and eligible to vote at a committee meeting. Notice of proposed changes to the Rules shall be sent to the Secretary in writing in time for one month's notice to be given to members of the Committee;

11. The Committee shall have the power to agree temporary exceptions to the Rules when a majority of members consider this to be justified. In an emergency (e.g. during a Competition) the Chairman and/or Secretary may agree exceptions which are within the spirit of the Competition.

Entry Qualifications

12. Applications shall be invited from centres within the counties of Gloucestershire, Bristol, Wiltshire, Somerset, Dorset, Devon, Cornwall and the general area of South Wales, at which twelve bell ringing is organised and practised. A maximum of ten bands may enter each Competition. Centres may enter two teams but only if the limit of ten teams is not thereby exceeded. If necessary, places for additional teams will be allocated by ballot;

13. Each member of a team must have a current and regular association with the centre they represent;

14. Bands not able to provide 12 ringers may apply in advance to the organisers, to include ringers in their band who do not have the required local association but do reside within the overall area as defined in rule 12. As long as the application is not against the spirit of the Competition, it will be allowed;

15. A confirmed band list for each team must be provided to the Secretary in writing before the draw at each Competition. Amendments will be permitted in unforeseen or unavoidable circumstances, such as illness;

16. A ringer may ring for two teams, but they may not both represent the same centre;

17. No more than three of the ringers in any team may ring wholly for another team. No person ringing in more than one team shall ring the same bell for both teams.

Procedures and Guidance

18. The Committee shall publish detailed procedures and guidance on the administration of each Competition and will make these available to each team. These will include arrangements for the draw, catering, timing, stewarding, results, emergency procedures, etc.

Annexure 1 – Job Descriptions

Chairman

- To agree the dates for and effectively lead the meetings of the committee.
- To delegate roles and responsibilities to the committee as is necessary.
- If required, to host an 'all teams' meeting prior to each competition.
- To open the competition and host the draw.
- To introduce the judges and after the results, close the competition.
- In consultation with the Secretary, effect emergency decisions required during a competition (see rule 11)
- Suggest the competition test piece to be subsequently agreed by the committee.

Secretary / Treasurer

1. To ensure that all tasks relating to the administration of the committee and the competition are addressed in a timely and appropriate manner including, amongst other things, communication, and meeting minutes.
2. To provide a primary point of contact for local venues hosting the competition.
3. Ensure all items are available for the draw (flip chart, team name slips etc.).
4. Ensure the local team has sufficient stewarding capacity, including a steward for the judges.
5. In consultation with the Chairman, effect emergency decisions required during a competition (see rule 11)
6. Ensure an appointed official photographer for the day.
7. To manage incoming and outgoing monies, including entry fees, expenses, and tower donations.
8. To prepare and present the accounts at the meeting following the previous competition.

Webmaster

1. Manage and maintain all website and social media to promote and report on the annual contest.
2. Effect any changes/bulletins as requested by the Chairman or Secretary.
3. The ensure that an adequate backup of the digital archive is maintained.

Annexure 2 – Competition Day Timetables

Although timings and provisions may vary, below is the outline structure for the day.

High Level Timings

Time	Event
From 09:00	Gathering at the local venue Locally provided refreshments
10:00	Judges test ring Opening remarks - Chairman Welcome from local team (ideally by the local incumbent) Housekeeping - Secretary The Draw Final briefing for conductors
10:30	Band Photographs (Team 1 may need to be after their ringing slot)
10:30-15:30	Competition ringing
16:30 Approx.	Introduction of judges – Chairman Judges' comments and results Presentation of trophy – Chairman and if possible local incumbent. Date and venue of next competition – Chairman Closure – Chairman

Team Logistics and Ringing Times

- Ringing slots will start every 30 minutes on the hour and half hour.
- Teams shall meet prior to their ringing slot at a location and time specified in the secretary's housekeeping comments and reiterated in the final briefing.
- Practice time can be used as the team sees fit.
- The test piece should start no more than 15 minutes into the slot. That being either 15 or 45 minutes past the hour.
- The signal that a team is about to start their test piece will be two whole pulls on 1 & 2.
- Teams must be ready to exit the ringing chamber 25 minutes after the start of their slot to allow the next team to assemble and start at their allotted time.