

The Time and Tide Bell Organisation Limited

Board Membership

Welcome! If you are thinking of applying to become a member of the Time and Tide Bell Board, please read on. Time and Tide Bell has been a charity for a few years now, and we are currently thinking about the future development of the company. New Board members are an important part of that thinking, and we really want people who can work with us to explore new ideas and new ways of doing things. Application details are at the end of the document, and if you think Board membership is for you, please do apply. Closing date for this round of applications is Tuesday 30th May at 5pm.

1. Introduction

This paper describes the current governance of Time and Tide Bell and covers the charitable objects of the organisation, its activities and structure, the responsibilities of Board members and their recruitment.

2. The Organisation – Legal Entity

Time and Tide Bell is a Company Limited by Guarantee and a registered charity. Our Charitable Objects are:

- a. To advance the education of the public in the physical and natural environment and its conservation, protection and improvement by the promotion of outdoor learning and engagement with the seashores of the United Kingdom.
- b. To promote the arts for the benefit of the public by the installation of Tide Bells as public artworks around the coast of the United Kingdom.

3. The Organisation – Purpose

The Mission and Vision statements as stated in our business plan are:

- a. **Mission:** To alert the nation to sea level rise and encourage action in response.
- b. **Vision:** Coastal communities are drawn together in common cause

The above is expressed on our website (<https://timeandtidebell.org>) as being:

To celebrate and reinforce connections in local communities, between different parts of the country, between the land and the sea, between ourselves and our environment.

4. Organisation

a. Activity

Time and Tide Bell's original purpose was to support the placement of large cast bronze bells, designed by Marcus Vergette, around the coastline of the UK. Under Marcus' leadership the project was funded by corporate donations and, starting in 2009, resulted in the installation of seven bells. In 2018 a generous grant was obtained from the National Lottery Community Fund, which has supported the project since. At the same time the project became a registered charity, adopting all the associated procedures and formalities.

While the bells themselves are identical, the mounting of each one is unique, and designed to respond to local circumstances. By the end of 2023 there should be thirteen bells installed. The commissioning model for the bells is unique; they are in place at the request of each community, who will, by the time they are installed, have spent a great deal of time obtaining planning and other permissions, raising funds (the bells are a donation, the mounting has to be funded or otherwise provided locally), organising publicity, and many other activities. In other words, the existence of the bells is rooted in the community, rather than being placed there from the outside, either by the public sector, a developer or artist.

The bells act as a symbol, warning and rallying point for action around the impact of climate change and sea level rise.

Time and Tide Bell has worked closely with local communities to develop a suite of projects and activities – primarily artistic and scientific in nature – to amplify and extend the reach of each bell and its purpose. As we reach the end of the current programme of bell installation supporting and growing these activities will become the large bulk of the purpose of the organisation.

b. Structure

The Organisation has a very straightforward structure. The Trustees appoint a Director (currently Peter Gingold) who manages the day to day running of the organisation at both strategic and operational levels. This includes maintaining relationships with the groups (with one exception) of volunteers associated with each bell, and managing and fundraising for the growing number of projects linked to the bells.

Currently a key element of the project is designing and supervising the development and installation of the bells. This is a complex process and involves working with a number of partners at each site. Responsibility for this lies with Marcus Vergette, who designs each bell mounting and oversees its manufacture and installation.

Alongside Peter a freelance Education Officer develops projects and programmes for local communities and schools to encourage their understanding of the nation's

coastline - its ecology, culture and heritage – in ways that give the bells a focus and purpose.

Other freelance roles in areas such as marketing and finance are contracted as necessary. Although the organisation has extensive reach and a range of activity, by working with volunteers, its paid staff amount to roughly one Full Time Equivalent.

5. Role of Trustees

- a.** A charity trustee is a person responsible for controlling the management and administration of the charity. Time and Tide Bell's trustees are unpaid positions and by law must take an active role in the running of the charity. They are responsible for the achievement of the organisation's charitable objects and effective business planning.
- b.** Trustees are appointed for a period of three years, renewable for a further three, by the existing Board. There are currently 6 trustees with a range of relevant skills.
- c.** The trustees are responsible for the safe and legal operations of the organisation.
- d.** Major decisions as to projects, finance and employment are discussed and agreed at Board level. The trustees approve the management accounts on a quarterly basis and the audited accounts annually.
- e.** Trustees receive notices of all meetings, approve the minutes and actions of the organisation, and attend as many meetings as possible. Regular attendance at Board meetings is essential and failure to do so may result in removal from the Board.
- f.** Trustees declare at the beginning of each meeting if they have any interest in the proceedings taking place and these are minuted. Board meetings typically include minutes of previous meetings, reports on recent actions, planning for the future, financial reporting and any actions that require Board approval.
- g.** Minutes must demonstrate due consideration by the Board of all matters relevant to effective and legal operation and the decisions consequently made.
- h.** It was recently agreed that although the Board does not need to appoint specific subcommittees (Finance, Health and Safety etc), Trustees will undertake to support the team and consider relevant matters on an 'as needed' basis, in order to expedite their consideration at Board meetings.
- i.** Board meetings are typically by Zoom, for two hours in the afternoon of a weekday. The organisation aims to have a board awayday every year, usually held at a venue in London on a Saturday.

6. Appointment of Trustees

The Board currently has six trustees, and is seeking to expand this to approximately nine. A lively concern about climate change will be a prerequisite, and an openness to, ideally experience of, the role the arts can play in effecting change.

We are also very keen to broaden the diversity of our board - to better reflect the age profile, ethnicity and background of the country. We would be interested to talk to potential trustees with lived experience of the particular circumstances of coastal UK.

Other skills and experience that we would welcome include (but are not limited to):

- the education sector
- engagement in practical elements of environmental and/or coastal protection
- engagement in other types of response to climate change
- finance and fundraising

If you wish to have a conversation about Board membership, please email peterg@timeandtidebell.org and someone will get back to you. If you wish to apply, please send an email containing your reasons for applying to become a Board member together with details of your relevant skills and experience to the same email address.

The closing date for applications is Tuesday 30th May at 5pm

Alan Dix
Chair
February 2023