



# The Lincoln Diocesan Guild of Church Bell Ringers

[www.ldgcb.org.uk](http://www.ldgcb.org.uk)

## MEMBER INFORMATION

(See Notes overleaf)

PLEASE COMPLETE USING BLOCK CAPITALS

Full Name		
	<i>Surname</i>	<i>First name(s)</i>

Title	e.g. Mr, Mrs, Ms, Miss, Dr, Revd, Other	Date of Birth:	...../...../19.....
		(if under 18)	

Signed (if 18 or over)	<i>I consent to my membership details being held on computer in accordance with the Data Protection Act 1998 (see Note 3 overleaf). This information may be used to notify you of forthcoming Guild and Branch events unless you tell us otherwise – see below.</i>		
	<input type="checkbox"/> <b>Please tick this box to confirm that you have read the Rules of the Guild and that you are eligible for membership</b>		

Membership category (See Note 2 overleaf)	<b>Ringling / Associate / NRLM / Hon Life *</b>	Date of Election:	...../...../.....
	* Please delete those not applicable		(if known!)

Age Category	<12 / 13-18 / 19-30 / 31-40 / 41-50 / 51-60 / 61-70/ 71-75 / 75-80 / 80+ *
Information on Date of Birth and Age Category will help give us an Age Profile of Guild Members, enabling us to review from time to time the benefits provided by our Personal Accident Insurance	

Home address		Telephone	
		Mobile	
		Email	
	Post code		(optional)

Contact Preferences Please do NOT contact me by Telephone  Mobile  Email  (tick)

Home tower/ Unattached		Branch:	
------------------------	--	---------	--

Note: If you wish your subscription to be subject to gift aid, please complete the declaration below

### Gift Aid Declaration (See Note 4 overleaf, especially 4(c) which applies to those aged under 18)

**The Lincoln Diocesan Guild - Bell Restoration Fund** Charity Number 506118

*giftaid it*

Full name:	
Address (if different from above):	

I would like the charity to treat my donations and that part of my membership subscription that goes to the BRF as a Gift Aid donation from this date forward and for the previous four financial periods (if applicable) until I notify you otherwise.

I confirm that I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each Tax Year (6<sup>th</sup> April to 5<sup>th</sup> April) that is at least equal to the amount of tax that all the Charities (including churches and Community Amateur Sports Clubs) that I donate to will reclaim on my Gifts for that Tax Year. I understand that taxes such as VAT and Council Tax do not qualify. I understand that this charity will reclaim 25p of tax in every £1 that I give.

Signature:	Date:
------------	-------

### For Official Use Only (See Note 5 overleaf)

Tick if under 18  Over 18 but In full-time education

Date Sub paid?	/ /	Amount paid: £	Receipt No: _____
----------------	-----	----------------	-------------------

## LDG MEMBER UPDATE NOTES (see Rule 2 published in the Annual Report)



### Note 1: Membership Validity

**Subscriptions become due on election and on the 1<sup>st</sup> January each subsequent year** (cheques should be made payable to the local Lincoln Guild Branch Account - seek advice from a Branch Officer for the account name)

A proportion of every subscription goes into the Guild's Belfry Repair Fund; this proportion and the rates of Subscription are set at the Guild AGM each year.

A Member shall be deemed to have withdrawn from the Guild at the start of that year if their subscription has not been paid by 31st December. A member can only be readmitted by re-election in the year following non-payment, such re-election being subject to confirmation at a local Branch meeting.

### Note 2: Membership Categories

**Ringling Member:** You are a Ringer either living within the boundaries of, or regularly ringing at Towers within, the Diocese of Lincoln and choose to pay an annual subscription. You can choose to be "Unattached" to any Guild affiliated Tower if you wish. You will then be covered by the Guild Insurance\* and can vote at both Branch and Guild meetings. Those aged less than 16 years on 1st January or in full-time education may be granted a reduction in their subscriptions, all rates as set at the Guild AGM.

\*The Guild's Insurance includes both Personal Accident and Third Party Cover.

**Non-Resident Life Member (NRLM):** You are a competent change-ringer who does not live within the boundaries of the Diocese of Lincoln. You should pay a Membership fee on election. You will not be covered by the Guild's Insurance\*, cannot vote at any meeting, and are not eligible for election to any Guild Office. Elections of NRLMs are ratified at the AGM of the Guild.

Ringling Members of the Guild who have paid three consecutive years subscriptions may transfer to NRLM on moving away without paying any further subscriptions provided they have also paid the current year's subscription. NRLM moving to be within the boundaries of the Diocese of Lincoln may become a Ringling Member on payment of current subscription without election.

**Associate Member:** You live within the boundaries of the Diocese of Lincoln and wish to be associated with and support the objects and activities of the Lincoln Guild, but you are not eligible for membership under any other category. You choose to pay a reduced annual subscription. You will not be covered by the Guild's Insurance\*, and you cannot vote at any Guild meeting.

**Honorary Life Membership:** You will have been specially elected to Honorary Life Membership at an AGM and a Certificate issued.

### Note 3: Data Protection Policy (Declaration of Consent)

Please note that the details which you have provided on this form will be held on both a computerised and a manual filing system. This data will be processed by the Guild and will be included in the Guild's Annual Report and will only be used for ringing purposes. No commercial use will be made of the information provided.

Where you are a tower correspondent or an officer of the Guild, this information may also be published on the Guild's web pages or in newsletters and provided to third parties such as the Central Council of Church Bell Ringers (who may publish it on the CCCBR website), The Ringing World Limited (for publication in *The Ringing World*, *The Ringing World* website or *The Ringing World Diary*), and to other ringers upon request. The data may also be sent to ringers or bellringing associations outside the European Economic Area (i.e. the 27 EU Member States, Iceland, Liechtenstein and Norway) upon request.

Details of peals rung on behalf of the Guild, including names of the ringers as submitted by the Conductor, will be sent to *The Ringing World* and may also be published on the Internet e.g. *Campanophile* and *Pealbase*.

Any restrictions you wish to place on your consent should be notified in writing separately to the Guild Officers.

If you wish to obtain a copy of the data processed, a description of the purposes for which it is being processed, description of any potential recipients of the data, or any information as to the source of the data, please contact the Hon. Treasurer (the Guild's Data Controller). Please note that the Guild is entitled to charge a statutory fee not exceeding £10 for the provision of this information.

### Note 4: Gift Aid

Part\* of your Membership subscription and specific donations to the Guild's Bell Restoration Fund can be subject to Gift Aid, which allows the Guild to re-claim Income Tax - see notes below or ask the Guild Secretary or Treasurer for further details. (\*decided at AGM)

To qualify for Gift Aid, you must have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities (including churches and Community Amateur Sports Clubs) that you donate to will reclaim on your gifts for that tax year. Note that other taxes such as VAT and Council Tax do not qualify. (Gift Aid currently allows the Guild to reclaim 25p tax for each £1 given). Please ensure you obtain a receipt for all payments to the charity.

- a) Please notify the charity if: you change your name and address; you want to cancel your declaration; or you no longer pay sufficient tax on your income and/or capital gains tax to cover all your charitable donations.
- b) If you pay tax at the higher rate, you can claim further tax relief in your Self-Assessment tax return i.e. the difference between basic rate and higher rate tax.
- c) **Membership can be Gift Aided if payment is made by a parent or legal guardian on behalf of a child under the age of 18.**
- d) If you are unsure whether your donations qualify for Gift Aid tax relief, ask the Guild's Secretary or Treasurer, or you can visit [www.hmrc.gov.uk/individuals/giving/index.htm](http://www.hmrc.gov.uk/individuals/giving/index.htm).

### Note 5: For Official Use Only

The Branch Secretary must keep a copy of this form, send a copy to the Guild's Gift Aid Asst., and send the original copy of this form to the Guild Treasurer for regulatory purposes. The payment receipt number and any age details **must** be recorded in the spaces provided otherwise the form will be returned for completion as this may be required by HM Revenue & Customs for audit purposes.