

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF
THE SCOTTISH BRASS BAND ASSOCIATION (SBBA)
SUNDAY JANUARY 11 2009**

1 WELCOME AND APOLOGIES

President George Burt welcomed members to the 2nd SBBA meeting of 2008/2009 and thanked Kingdom Brass for allowing the use of their Band Hall.

Present George Burt (President), Peter Fraser (Vice President), Tom Allan (Secretary), Gerry Simonis (Treasurer), Julie Sanderson, John Todd, Andy Smith, John Gilmour, Steven Gray, Alan McLaren, Phil Lodge, Robert Burns, John Hamilton, Julie Sanderson, Danny Harrison, John Martin.

In Attendance Alan Edmond (YDO) and Donald Reid (Minute Secretary).

Apologies Jennifer Fox, Robert McCorkell, Jim Hyslop and Jim Henderson

2 MINUTE NO: 1 FROM MEETING OF SUNDAY OCTOBER 25 2008

Minute No 1, previously circulated, is amended at 8(a) with reference to the annual survey this should read "2008." In addition at 11(a) it was clarified that the bands voting on the guest player rules was agreed through the questionnaire and did not require to be taken to the AGM. The date of the FBBF should be shown as 24 April 2010. With those amendments the minute was proposed as a true record by Peter Fraser, seconded by Andy Smith and approved accordingly.

3 MATTERS ARISING NOT OTHERWISE ON AGENDA

There were no matters arising not otherwise covered in the agenda.

4 DEVELOPMENT

(a) **Strategic Aims**

Peter Fraser had added some changes and the President will circulate the paper, with amendments before it is brought before the next meeting of SBBA for formal approval.

(b) **Consultation with Area Associations**

Constitutions had been received by the secretary from the West of Scotland BA, Fife Charities BA and Mid Scotland and Lothian BA (draft). The first two appear to meet the criteria set down by SBBA whilst further work will be carried out in due course to suitably modify the constitution of Mid Scotland and Lothian BA. It was agreed to accept the first two constitutions.

(c) **Constitution and Rules**

The Minutes of the meeting of the Development Committee on 6 January 2009 had been circulated. Alan McLaren apologised that members had only received these minutes on the previous day but the Development Committee meeting had only taken place a few days prior to this meeting of the Executive.

The Development Committee had considered the Disciplinary and Appeals rules and had circulated a draft set of proposed new rules. The main changes which are suggested involve:-

- (a) Existing Misconduct rule 4 to be brought into line with the new rules.
- (b) Change reference in applicability of disciplinary rules from issues affecting Scottish banding in general to matters bringing Scottish banding into disrepute.
- (c) Adjustments to time limits to try to avoid a situation where the disciplinary process might fail on account of one of the existing, fairly short, time limits being missed.

- (d) Making clear the initial review by the disciplinary committee is simply to determine whether the notification indicates there is a potential case to answer and that no investigation should be conducted at that stage.
- (e) Potential involvement in the disciplinary process of other parties with an interest such as the organisers of a contest and other bands.
- (f) Restricting the appeal rules to disciplinary matters (and thereby avoiding conflicts with other sections of the rules such as the grading rules, which have their own stated procedures for appeals).
- (g) Potential involvement of other parties in the appeal process.
- (h) Removing one of the stages of the process in order that the appeal goes straight to the full executive under exclusion of the members of the original disciplinary committee and any members with a conflict of interest.
- (i) Provisions for reference to external arbitration to refer to binding arbitration and to include arrangements for the appointment of an arbiter where there is a failure to agree the identity of the arbiter.

As members had not had an opportunity to consider the draft new rules in detail prior to the meeting, Alan McLaren proposed that if any members had any issues with any of the proposed changes they should contact him over the course of the next 7 days. In the event of any member raising any potential concerns within this period, the draft rules would be referred back to the next meeting of the Executive for further consideration. If no such concerns are raised within the next 7 days, the new rules will be deemed to have been agreed and adopted.

Proposed new Registry rules had also been circulated, these being designed to accommodate the change to a player based system and to introduce the option of an account basis for settlement of registry fees, being changes which had previously been agreed in principle. As it is not intended to introduce the new Registry rules until 1 November 2009, it was agreed to defer consideration of this matter until the next meeting by which time all members will have had an opportunity to consider the draft rules in detail

(d) External Liaison

Tom Allan (secretary) and George Burt (president) would be meeting members of BBR and BFBB and the Welsh Registry would be meeting on Wednesday January 14 to clarify a number of issues. The agenda is still a matter of discussion, but it was felt that the meeting was a good start to sorting out issues of concern.

5 FINANCIAL REPORT

(a) Accounts

The treasurer, Gerry Simonis, had circulated copies of the most recent financial details prior to the meeting.

Since circulating the financial details the final bill had been received from the Perth Concert Hall operators showing that SBBA owed them a little over £2,000 (for additional overtime, etc), which meant that a slight surplus was now turning into a loss. As far as he was aware there were no other bills to come.

Whilst the accounts may seem healthy, all the major events organised by SBBA ran at an operating loss and this was clearly an issue of concern, which needs to be addressed with the aim of ensuring that each event was self-financing as far as was practicable.

The treasurer reported that the Office of Charity Regulator (OSCR) had returned the Annual Return to him. The main issue had been that they were unable to read off some of the Annual Return Form entries directly from the accounts. He had now addressed the issue by adding a column of totals on page 7 of the Report and resubmitted the

accounts and annual return, which he expected would now be approved by OSCR.

Alan McLaren asked if the amended constitution had been submitted to OSCR. It was agreed that Tom Allan (secretary) would deal with this issue.

6 DISCIPLINARY MATTERS

In the outstanding disciplinary issue, the Disciplinary Committee consider that there is a case to answer and will now contact members of the band concerned.

7 EDUCATION/YOUTH ISSUES

(a) Child Protection

Danny Harrison gave a verbal report on Child Protection issues. He was looking at a code of conduct for bands and intends to run a pilot scheme within Fife, and Kingdom Brass had agreed to take part. If the pilot proves viable, he will bring the issue back to SBBA for consideration of a roll-out programme across SBBA.

There was a contract between Danny Harrison on behalf of SBBA and the Fife Child Protection Committee regarding the holding of information. Some training had been already been carried out. Danny felt that he was personally now in a position to carry out Child Protection Training on behalf of SBBA. He is happy to continue as the Formal SBBA Child Protection Officer with assistance from Jennifer Fox as it would clearly take some time for Jennifer to come up to speed on the various issues.

The secretary advised that there were only six bands with CPO in place who had been formally vetted out of 53 bands. There was concern at the slow progress on this key issue. Everyone needed to know the importance of having people vetted who are involved in working with young people.

The President highlighted that SBBA must comply, especially when applying for grants as this could become an issue if the organisation at national level was not seen to be pursuing best practice in Child Protection.

(b) Youth Development Officer's Report

See Appendix 'A' attached previously circulated.

Alan Edmonds advised that the Youth Web site had still not been taken forward, and it was suggested that the young people perhaps need more support and guidance. Alan Edmonds hoped to provide this in due course

It was highlighted that the Area Solo & Ensemble Competitions were qualifiers for the SBBA final and in that regard it was suggested that SBBA should simply advise the Area Associations of the future required age grouping :

Juniors 12 and under on January 1;

Intermediate 16 and under on January 1st but with an award for best 14 and under entry;

Youth – 21 and under on January 1 but with an award for best 18 and under entry.

It was agreed that SBBA write to Area Associations asking them to comply with common criteria and entry forms, to arrange a meeting of Area Associations at the end of each main SBBA meeting to discuss a number of matters.

8 PUBLICITY & COMMUNICATIONS

(a) Resource Book

Gerry Simonis advised that the Resource Book had been almost ready for publication until the AGM when everything had had to be changed, and it is now waiting for the

Rule Changes to be finalised. He would hold a meeting with Tom Allan and Peter Fraser to finalise the booklet before it was circulated to the Executive for proofing and final approval. He was hopeful that it would be ready prior to the Scottish Championships.

(b) Brass Band Week

BB week was 23 – 31 May 2009 and supporting information would be sent out to bands. The President said that it was important to have an active and successful BB Week 2009.

It was agreed that each band be given a grant of £50 per event held during that week, or at either end of these dates and this was agreed. Maximum one application per band, albeit it is hoped that some bands will organise more than one event.

To qualify for the grant there would be a cut-off date of the end of April 2009 for bands to confirm details of their local event to SBBA secretary.

(c) Publicity

A discussion ensued on engaging a PR consultant to highlight banding in the national and local press. There was a budget of up to £5,000 under the Infrastructure Development budget. It was agreed to put an advert in the Bandsman and 4 Bars Rest immediately.

The Lifetime achievement awards (Hugh Johnstone and Willie Tenant) also needed to be released in the national and specific local press. Donald Reid agreed to get a profile of Hugh Johnstone and Peter Fraser arrange one for Willie Tenant

(d) Web Site

John Martin advised the web site is up to date and he had added a news-in-brief column which can be accessed by bands. The Lifetime achievement awards had been included and John was endeavouring to keep the site right up to date and relevant.

Peter Fraser advised that adjudicator scores going back many years were available from SBBA at Kirkintilloch Band Hall and it was suggested that this could be added to the Web Site so that bands can access these scores as required. An updated list of available scores will be provided to John by Peter Fraser and the web site will be updated.

Advertisements will be added for information such as bands seeking a conductor or players looking for a new band. The promotion of Brass Band Week 2009 will also be included in the website.

9 EVENTS

(a) 2008 SCOTTISH OPEN CHAMPIONSHIPS

Peter Fraser reported that it was a successful weekend in Perth with only a few complaints, all of a minor nature which will be take account of for future events.

The timing of the event was a concern. The presentation ceremonies seemed to take longer than necessary, and there were major problems with bands taking too long to set up and begin playing. Between the first and third bands some 20 minutes was lost.

The average changeover time was 11 minutes, whereas one band did it in 6 minutes. The whole system needed to be much more efficient, without giving undue pressure to bands.

It was agreed that guidelines be drawn up for the Scottish Championships and sent out to all bands, emphasising the need for everyone to be professional to ensure that contests ran smoothly.

John Gilmour raised some issues regarding the 2008 Youth Championships. He felt that a pre-contest and after-contest (debrief) meeting be held so that everyone knew the game plan and all issues be addressed speedily. This was agreed and will be applied to all contests as a matter of good practice. It was, however, noted that this is generally done in a more informal basis, but this should be formalised.

It was felt that the intervals between youth bands playing was too long. It was suggested that the conductors of each band be given an approximate playing time, but for them to be ready some 15 minutes beforehand. John advised that a questionnaire will be sent out to bands for their views about the contest for feedback to help improve the contest in 2009.

After discussion about the demands placed on the secretary, it was felt that the Education Committee should be responsible for running the entire Scottish Youth Championships. John Gilmour (Chair) and his group agreed to draw up proposals and come back to the Executive with their recommendations.

(b) 2009 BESSON SCOTTISH SOLO AND ENSEMBLE CHAMPIONSHIPS

Peter Fraser advised that arrangements for this contest were well under way.

Adjudicators will be Michael Dodd and James Gourlay. There will also be a concert featuring the Whitburn Band and West Lothian Schools Brass Band.

(c) 2009 SCOTTISH CHAMPIONSHIPS

Peter Fraser advised that arrangements were running reasonably smoothly for the Caird Hall, Dundee. There would be a meeting in Dundee prior to the contest.

The appointed adjudicators are :

21 March

3rd section: Peter Bassano and Peter Roberts;

2nd section: Kevin Wadsworth and Major Graham Jones;

4th section: Peter Roberts and Alan Morrison.

22 March

1st section: Kevin Wadsworth and Peter Bassano;

Championship Section: Alan Morrison and Major Graham Jones.

(d) 2010 SCOTTISH CHAMPIONSHIPS

Rothes Hall, Glenrothes on 13/14 March 2010, though it is as yet unsure if Fife Council will support this event.

(e) REPORTS ON OTHER EVENTS

West Lothian Festival will be held on 7, 14 and 28 June in the Howden Centre Theatre, Livingston.

10 REGISTRATION

(a) Registration Figures

1761 Registered players

(b) Exceptions to and breaches of registration rules

Nothing to report.

11 ANY OTHER BUSINESS

(a) Grading System

The new grading system for promotion/demotion will be circulated, explaining how the system will operate.

(b) Band Development

Alan Edmonds highlighted the importance of development including existing bands who might be suffering problems. Keeping bands is vital and going along to talk to them and trying to give positive help will be very useful to them.

(c) Business Reports for Meetings

Gerry Simonis (Treasurer) proposed that papers for the meetings be submitted to members not later than 5 days before the meeting as a matter of good governance and to enable a full and proper discussion on key issues. It was agreed that where possible this guideline should be aspired to, and if papers from sub-committees were not to hand in time, the issues could generally be held over until the next meeting. Conversely, it was also accepted that there would be occasions when matters had to be dealt with urgently without papers having been previously circulated.

12 DATE AND VENUE FOR FUTURE MEETINGS

It was agreed that the next meeting be held on 15 February 2009 in Bo'ness Band Hall at 10.30 am. Location details will be circulated to members prior to the meetings. Other agreed meeting dates during 2009 are: 29 March; 17 May; 2 August and 4 October. The locations of these meetings all to be confirmed.

APPENDIX 'A'
TO SBBA MINUTE NO: 2 OF JANUARY 11 2009

Development Officer – Progress Report
23 November 2008 to 9 January 2009

Bands

Kirkintilloch (Imperiam) Youth Band – Held first school recruitment workshop at Lairdsland Primary in December, which was a great success. Follow up parent's night to be held in January, with a view to introducing new young players to the band.

Dalmellington Junior Band – Met with band officials to further progress the forthcoming percussion workshop with Simone Rebello on Sunday 15th February. Also discussed ways of further developing the junior band, by strengthening links with the local education authority. A subsequent meeting will be arranged with the band and Paul Wood of East Ayrshire Council.

Kings Park Brass – The workshops planned for 13th January have been delayed, but it is now hoped they will take place by the end of January.

Irvine and Dreghorn Juniors – It is now hoped to hold the planned workshops on 30th January to encourage young players into the band.

Area Associations

WSBBA – Initial meeting held with representatives from bands in the South West of Scotland to look at the possibilities of youth development workshops and future introduction of a South West Scotland Association. A subsequent meeting was held with David Shanks who is now looking at possible dates and school accommodation for the workshops.

SBBBA – Attended Borders Solo and Ensemble contest and discussed with Alan Fernie and Keith Belleville the possibility of attending the next borders meeting along with Ian Fraser from HITS, to look at the council providing support and further opportunities to develop the already vibrant youth development work in the Borders.

MSLBBA – It is unlikely that West Lothian Council can support the proposed March Contest on 29 May, so meetings will now be held with other local authorities who have expressed an interest in supporting this new event.

Local Education Authorities & Heads of Instrumental Teaching Scotland (HITS)

HITS – Attended National Hits Conference in Ballater and further strengthened our good working relationship with heads of service through a series of meetings and discussions. An invitation has been received to attend the 'El Sistema' open day in Stirling on 4th February.

Events

KYBI – Attended the Christmas concert and report that fantastic progress has been made in the last year. It is great to see kids who were in attendance at last year's workshops and parent's night now playing at a great standard and enjoying their music making.

Scottish Youth Championships – Fantastic day of youth music making was held in the Perth Concert Hall, however, a full report and suggestions for improving the event for 2009 onwards is contained within the Education Committee report.

Event Scotland – Along with Peter Fraser, attended the National Events Conference to look at ways of promoting and marketing events within Scotland.

An alternative venue has now been found to accommodate the senior section of the Besson solos and ensemble contest after WLC were unable to provide the Regal Theatre. It will now be held on Sunday 8th February at Strathbrock Community Centre, Broxburn.

Miscellaneous

SAMA – Attended a meeting representing Neil Cross and NYBBS to discuss the future development of NYBBS and how to overcome their current financial situation after Japan.

Brass Band Photography – Over 400 pictures were taken of the Youth event, which have now been uploaded to the website (www.brassbandphotography.com). In the month of December the site attracted over 30,000 individual visitors with 141,526 pictures being viewed. As discussed at the last SBBA meeting a commemorative photo booklet has now been produced which is hoped can be put into mass production to illustrate and promote the success of the youth championships.

Attended the historic joint concert with Bo'ness and Kinneil bands to celebrate their 150th Anniversary. This was the final concert in a yearlong events programme and it is hoped that it will not take another 150 years for the bands to join forces on the concert stage again!

NYBBS – Along with George Burt, had a meeting with Neil Cross to look at ways in which SBBA can support and promote the future growth of the NYBBS family.

BESSON – Along with Peter Fraser, held a meeting with Tim Barratt to discuss on-going future sponsorship of the Scottish Open and Scottish Solo and Ensemble championships. Tim will report to the Besson head office in France and advise us of the outcome in due course.

WLC - A meeting has been arranged with West Lothian Council for 26 January at which we will explore opportunities for the council to offer continued support to SBBA.

RSAMD – After a brief meeting with Nigel Boddice, a further meeting will be held in January to explore the possibilities of an Academy backed band conductor/trainer course.

Alan Edmond

Development Officer

Scottish Brass Band Association