

# S'ANN BIN CEOL NA PIOBA East Kilbride Pipe Band Band Constitution

## Name;

1. The Band shall be registered with the Royal Scottish Pipe Band Association (RSPBA) and known as 'East Kilbride Pipe Band' (hereinafter called "the Band").

## Objectives

2. The objectives of the Band shall be the furtherance of piping and drumming in both competitive and social fields, as well as to promote and advance the education of the public in bagpipe music, particularly young people living in and around East Kilbride.

## Membership

3. In determining who shall be admitted membership, the Committee shall not in any way discriminate between applicants by reason of age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race, religion or belief, sex, sexual orientation. However, the Band shall be non-political and non-sectarian in both outlook and personnel.

4. The Committee shall keep a register of all Members including the following data: (i).Name, address and date of birth

(ii). Admission and termination dates

(iii).Phone number and email address

(iv). Membership type and RSPBA number

5. Membership of the Band shall cease:

(i). On intimation to the Band Secretary/Pipe Major of a Member's wish to resign (ii). If a resolution is passed by the Committee to remove a Member

(iii). On the death of a Member

6. All Members of the Band are expected to:

(i). Respect and abide by the rules of the Constitution

(ii). Promote the Band and its activities in a positive way

(iii). Follow all procedures and policies pertaining to the bands PVG scheme.

(iv). Attend all practice sessions \* and public performances

(v). Inform the Pipe Major or Leading Drummer as early as possible should any playing Member be unable to attend any practice session or public performance.

(vi). Understand, embrace and follow the "promises" set out in the EKPB Learning Covenant.

7. All playing Members of the Band must be registered with the RSPBA. Should a member leave the band having competed that season, their release forms will not be issued and signed until the end of that competitive season. Any clothing returned (Kilt/Jacket/Waistcoat) must be laundered prior to return, where upon the release form will be signed. Failure to return clothing as above, will incur a charge for dry cleaning and release papers not be signed until this stipulation has been met with all cost to the band being reimbursed by the member leaving.

## Discipline

8. Where the Band Chairperson or Pipe Major considers that a Member has acted in a manner detrimental to the Band. The player may be suspended forthwith and the matter shall be considered fully and determined at the next Committee Meeting. At this Meeting, the suspended player shall be given the opportunity to put their case forward and bring along one other member of the Band as witness, but the Committee's decision shall be final.

9. When on parade the role of discipline, dress and deportment is the responsibility of the Drum Major. Should a Drum Major not be present this role falls to the Pipe Major.

## Office Bearers

10. The Members shall elect a Pipe Major, a Band Chairperson, Band Secretary, Treasurer and Quartermaster, each of whom will hold office for a period of 3 years, but who will thereafter be eligible for re-election.

11. The Chairperson's role includes publicly representing the Band and to act as an interface to the RSPBA, handling all items pertaining to that. The Chairperson will assist other Committee members where applicable and delegate tasks as necessary.

12. The Secretary also handles the general running and administration of the band.

13. The Pipe Major is the Musical Director of the Band and is responsible for:

- (i). The playing efficiency and harmony between its playing sections
- (ii). The selection and arrangement of all music played by the Band
- (iii). Ensuring that the pipe corps meet the required standard of performance
- (iv). Determining the composition of the Band at all public performances
- (v). Deciding on what contests and engagements the Band will undertake.
- (vi). The appearance of all bandsmen when out representing the Band

14. Immediately after being appointed, the Pipe Major shall appoint the Pipe Sergeant and Leading Drummer. The Pipe Major may change these appointments at any time in the best interests of the Band.

- (i). The Pipe Sergeant carries out such duties as detailed by the Pipe Major and acts as an additional instructor to the pipers. In the absence of the Pipe Major, the Pipe Sergeant assumes command of the Band and has full powers in that temporary capacity.
- (ii). The Leading Drummer is responsible to the Pipe Major for the efficiency of the drum corps, arranging suitable drum scores and ensuring that the drum corps meets the required standard of performance.

Band Committee

15. The Band shall be managed by a Committee comprising of 11 Members:

- (i). Band Chairperson, Pipe Major, Leading Drummer and Midsection lead.

(ii). Band Secretary, Treasurer, Quartermaster, Safeguarding Officer, Fundraising Convenor and a further 2 playing members

16. Should any Member fill duplicate Committee roles, Playing Member positions (elected annually) will be added to ensure the correct number of Committee members.

17. The Committee shall meet once every quarter (minimum) with 5 Members including either the Pipe Major or Band Chairperson needed to form a quorum.

18. If so required the Committee will have the power to fill any casual vacancy in its number until the next General Meeting of the Band.

General Meetings

19. The purpose of the Band Annual General Meeting (AGM) is for:

(i). Considering the previous Meeting minutes for approval

(ii). Receiving the Annual Reports from the Committee

(iii). Considering the audited accounts for approval

(iv). The election of Office Bearers and other

positions (v). Any other competent business of the

Band 20. The AGM shall be held between the end of September and mid October, with 50% of currently registered playing

Members including either the Pipe Major or Band Chairperson needed to form a quorum.

21. The Band Secretary shall provide not less than 14 days prior notice of all General Meetings and shall keep minutes of each.

22. The Chairperson shall preside at all General Meetings. In their absence The Pipe Major shall act in their role. In the event of a tie in voting Chairperson will exercise a casting as well as a deliberative vote.

23. Votes shall be cast by hand only, and only playing Members in attendance at the General Meeting are entitled to vote. The rights and privileges of a Member are personal and shall not be transferable for whatever reason.

24. The Committee may call an Extraordinary General Meeting (EGM) at any time provided that at least 14 days written notice is given to all Members disclosing the nature of the business intended to be discussed at the Meeting.

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Finance

25. The Treasurer shall record all financial transactions and bank all monies collected on behalf of the Band. The signatures of the Treasurer and two other Office Bearer shall be necessary for all withdrawals and cheques.

26. For the purpose of accounting, the financial year shall end on 31st August each year and the accounts shall be properly audited prior to being presented at the AGM.

## Property

27. The Quartermaster shall track all uniform and equipment pertaining to the Band. All items of inventory issued to any Member remain the sole property of the Band being simply loaned to that Member during their membership term.

28. All Band equipment shall be signed for on receipt by the Member, and shall be returned immediately to the Quartermaster should the membership be terminated. Any loss or damage to uniform or equipment shall be recompensed to the Band.

## Subscriptions

29. A subscription fee shall be paid by all playing Members of the band by either:

(i.) 8 Monthly payments by standing order paid directly into the Band account starting in January

(ii.) Annual single payment in January to cover the calendar year

30. If a new member joins after January the member's subscription for that year will be calculated Pro-Rata.

(i.) When a Member leaves the band, fees due are calculated up-to and including the month of departure with any overpayment being returned to the Member upon leaving.

31. Subscription fees are agreed annually at the Band AGM with any changes being reflected in the Constitution and come into effect from the January following the Band AGM.

32. The yearly fee is £100 with a reduced rate of £50. This can be paid in 8 monthly instalments, starting on 1st January, of £12.5 with a reduced rate of £6.25 per month applicable to any Member: (i). Aged 18 years and under.

(ii). A family membership for large family groups. So adult member and first child pay the relevant fee, £100 and £50 then subsequent children after the first child are free.

(iii). Where a Member is experiencing difficulty paying their subscription fee then they must speak to either the Band Chairperson, Pipe Major or Treasurer immediately to agree a course of action.

33. In the event of non-payment the Member will be formally notified that their fees are overdue. If their fees are not brought up to date the matter will then be reviewed at the next Committee meeting and may result in disciplinary action.

### Safeguarding

34. The Band now has a full and robust set of policies and procedures regarding the protection of vulnerable groups and individuals (PVG Scheme). These policies and procedures can be found on the homepage of the bands website. Also we now have a Safeguarding Officer assisting us with all safeguarding and PVG issues.

### Loss, Damage or Injury

35. The Band does not accept responsibility for any loss or damage to property or injury to Members,



which occur during practice sessions or during public performances and other related activities.

### Amendments

36. This Constitution, which supersedes all previous constitutions of the Band, may only be amended by a resolution passed by a majority of those present and voting at any General Meeting of the Band. Going forward a small working group of members will be charged with looking at and proposing amendments to the above document on a yearly basis.

\*Covid restrictions for 2020 and beyond, practice sessions include Zoom, Skype or other online practice session.