



**Minutes from Branch Meeting
Sunday 11th March 2018 in the Glencarse Village Hall**

1. Chairman’s welcome:

Paul welcomed all those present and opened the meeting at 7pm.

2. Presence and Apologies:

Present: Ian Hughes, Willie Tait, Kenny Traill, Jim Mills, Bruce Cargill, Irene Black, Gary Mair, Paul McAndrew, Iain Finlay

Apologies: Stewart Findlay, Ali Bryce, Jim Clark, Paul Winter, Owen Sweeney, Gillie McNab, Sarah Rathbone

3. Matters arising from minutes of last meeting:

Actions from minutes in March 2017

Mtg-Act	Action	Owner	Status *
Mar-A1	Dundee Miniband trophy – Gary Mair to obtain from Andrew Downie with a view to sourcing unused shield and have prizewinner names transposed on reverse side / or attempt to straighten. 8.10.17 update – returned and awarded again; GM to request from Davidsons Mains to bring to Paisley event. P Brown agreed to sponsor trophy for replacement. 11.03.18 – GM to collect trophy from D/Mains at L&B Solos	GM	OPEN

Action from Minutes in February 2018

Mtg-Act	Action	Owner	Status *
Feb-A1	Dundee Outdoor Contest – GM to continue to liaise with Dundee City Council (DCC). Arrangements required for parking, bus parking, re-submission of Applications excluding trade stands, toilet facilities at High School Of Dundee,....etc 11.03.18 – Parking for Coaches now permitted in Euclid Crescent adjacent to HS of Dundee. Meeting arranged 02.04.18 with TA to review fencing, gazebo positioning etc. DCC confirmed that grant will not be made for this year’s event. GM to investigate alternative sponsorship possibilities from Peter Vardy.	GM	OPEN
Feb-A2	Consideration for Adjudicators Review Panel to publish annual review report. 11.03.18 – Bruce Cargill to raise at Liaison Meeting.	PMcA	Closed
Feb-A3	Check to be made regarding wording on paperwork for Stewards in terms of declaration of “volunteer” (as opposed to “employee”). 11.03.18 – Paul McAndrew auctioning.	PMcA	Closed
Feb-A4	Gary Mair to remind all bands to check Branch website details for band information accuracy including grading. 11.03.18 – Email reminder has been sent and item also raised at Branch meetings.	GM	Closed
Feb-A5	All bands to be encouraged to attend RSPBA AGM or alternatively to permit proxy voting. 11.03.18 – 9 bands opted for proxy voting at AGM.	GM	Closed



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Further matters arising:

- None.

4. Approval of previous minutes

Approved; Bruce Cargill, Seconded: Jim Mills

5. Correspondence: Gary Mair summarised the following items

- Details provided to RSPBA HQ on Branch costs for education during 2017 season. 10% refund available to Branch for all education costs incurred.
11-03-18 – no reply as yet from RSPBA HQ. GM to re-send email.
- Dundee City have confirmed in writing that coach parking will be made available in Euclid Crescent adjacent to High School Of Dundee.
- Information received from Kinross & District that a new project is trying to get off the ground to create a youth piping and drumming initiative in Perth & Kinross Schools within the Kinross High School catchment area. Members of Kinross & District have committed to help along with support from Perth & Kinross Council and Scottish Schools Pipes and Drums Trust. Branch have been asked if they can help by advertising for potential tutors. Gary Mair has contact the project steering group Chairman for a Draft advert.
11-03-18 – Advert to all Branch bands was emailed 04.03.18.
- Due to other weekly travel commitments, Sarah Rathbone (Perth & District) has informed that Branch that she will be unable to attend Branch meetings for the foreseeable future.
- Email from Cupar Highland Games via RSPBA HQ looking for pipe bands from Fife area that could play at their Games day on 17th June. GM to reply suggesting City Of St Andrews and/or Burntisland Pipe Bands.

6. Treasurer's Report:

- Irene Black presented the accounts (confidential).

7. Music Board Report: Bruce Cargill reported as follows -

- Bruce thanked all Branch bands for their support at this year's RSPBA AGM which was held in Trades Hall, Glasgow on Saturday, 10th March. Voting results from the Order Paper are detailed in Director's Report below.
- The Music Board would like to hear ideas from Branch bands on their thoughts on how to make 2-day World Championships a better spectacle. One idea (from outwith the Branch) is to have Friday as the "Junior" day with all NJ and Juvenile events being held on a single day. Any ideas should be sent to Bruce Cargill directly or via the Branch Secretary.
- There is 1 new band into the Branch – High School of Dundee, Grade Novice Juvenile B.
- The next Music Board meeting is scheduled for 14th April 2018.

8. Director's Report: Paul McAndrew reported as follows -

- 2018 RSPBA AGM voting results as follows:-
 - OR1-2018 Confer / Comment on a Performance Carried
 - OR2-2018 Pipe Band College Carried
 - OR3-2018 MB Piping & Drumming Representatives Carried
 - OR4-2018 Increase Number Of Directors Carried
 - MR1-2018 Qualifying Period Not Carried
 - MR2-2018 G4 Dual Registration Leading Drummer Not Carried
- RSPBA HQ renovation plans have been submitted for planning approval. It is hoped that approval will be granted by May 2018 and work can commence in June with a project estimated timeline of 10 months.
- Bids to host the European and UK Championship events have a revised closing date on 26th April 2018.
- At the 2018 AGM, Gordon Hamill stood down as Chairman. The new Chairman voted in is John Hughes. His previous role as Vice-Chairman is taken over by Paul Brown, previously Director of North East England Branch. Gordon Hamill will remain involved in RSPBA activities as a Director at GWOS Branch.
- Mackenzie Caledonian NJ PB have received a monetary payment from the National Juvenile Pipe Band Fund.



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9. Education

- In excess of 40 candidates undertook PDQB / SQA study programme arranged by the Branch with examinations being held in December 2017. Results and SQA certificates have been issued directly to candidates from SQA. It is recognized that improvements to the process of notification of results is required and this will be done for future programmes.
- A summary of relevant (specific band) results will be sent to Branch band Secretaries.
- Dates for the 2018 programme have been set and will be published to all bands in due course.
- The Branch will once again sponsor the piping, snare and tenor novice sections winners from the November 2017 Branch Solos to attend Glasgow 2018 Summer School.

10. Media Report:

- **Branch Website:** All website change request / input / updates can be emailed at any time to the Branch Secretary
- **Branch Facebook page:** This medial format continues to be a successful route for information sharing. Requests by bands for information onto the Branch Facebook page can be made either directly to Stewart Findlay or via the Branch Secretary.

11. AOCB:

- Kenny Trail (Kelty and Blairadam) requested clarification from AGM booklet regarding aspects of Adjudicators' Panel Management Board Report. Clarification was given by Paul McAndrew.

12. New Action Items

Mtg-Act	Action	Owner	Status *
Mar-18	GM to email B Cargill requesting publication of Adjudicators' Review Panel annual review report	GM	Open
Mar-18	GM to email Peter Vardy enquiring about sponsorship for 2018 Dundee City Outdoor contest	GM	Open
Mar-18	GM to re-send email to RSPBA HQ requesting 10% education expenditure refund from 2017 costs	GM	Open
Mar-18	GM to email outstanding SQA examination candidates suggesting either Sat/Sun 14 th / 15 th April	GM	Open
Mar-18	GM to email all Branch bands asking for possible candidates to represent Branch as 2 nd Music Board representative alongside Bruce Cargill	GM	Open

13. Next Branch Meeting Date(s):

Branch Meetings

29th April
7th October
2nd December

AGM

4th November

The meeting closed at 21:45pm.



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ARCHIVED ACTIONS

Actions from minutes in December 2015

Mtg-Act	Action	Owner	Status *
Dec-A1	GM to review wording of potential intro of rules in line with comments received from Perth & District. Draft rules circulated by GM 30.11.16. 12.3.17 – insufficient time to discuss at previous meeting. PMcA summarised Constitution states rules to be avail on website; once adopted this will be made available online. Proposed by Bruce Cargill, seconded by Gillie McNab.	Gary	8.10 CLOSED – uploaded online with branch rules

Actions from minutes in December 2016

Mtg-Act	Action	Owner	Status *
Dec-AA3	Perth Games 13.8. 17 – awaiting conf if event will go ahead as a contest or with guest bands only. GM to approach new Games Secretary to seek clarification; everyone keen to see this contest remain. 12.2.17 – PMcA noted the 2018 event due to fall on the day before the Worlds. 12.3.17 – GM submitted online enquiry to Games website; awaiting response. Ali Bryce advised of recent meeting outlining proposal to run similar event to last year (no comp).	Gary	CLOSED. Event did not go ahead. 2018 event to take place at an alternative venue (Perth Racecourse).
Dec-AA4	Inclusion of additional column on branch contest spreadsheet to include Major results for comparison exercise. Action Gary Mair to progress spreadsheet update and do a measurement for this year's results. 04.02.18 – Branch Championships shall only comprise of minors held within Branch area.	Gary	OPEN 8.10 – purely as an exercise to see if we wish to pursue for 2018. 04.02.18 - CLOSED

Actions from minutes in March 2017

Mtg-Act	Action	Owner	Status *
Mar-A9	Gary Mair to approach Common Good Fund and ascertain status. 8.10.17 update - this was specifically carried out for the Dundee contest and was awarded.	GM	CLOSED
Mar-A12	Consideration to circulate MAP guidance document to Branch. 30.4.17 GM searched under 'Learning' but unable to locate. GM to submit request to HQ (or Paul Brown). PMcA to scan as one document and Jason Lafferty to upload thereafter. 8.10.17 update – Paul McAndrew advised unable to locate original MAP document. Issue with copyright previously so was removed from website.	GM	CLOSED
Mar-A13	Paul McAndrew and Gary Mair to finalise SQA qualifications programme. 30.4.17 – GM confirmed email circulated 13.3.17 with dates and initial outline. Awaiting further information from Tam Brown (with a view to possibly compressing to single days rather than whole weekends). GM confirmed numbers required ASAP from each band (with RSPBA band number and instrument stipulated). 8.10.17 – SQA programme underway.	PMcA GM	CLOSED



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Actions from Minutes in April 2017

Mtg-Act	Action	Owner	Status *
Apr-A1	Guidance expected to go online for prescribed tunes.	BC	CLOSED
Apr-A2	World solo drumming qualifier – PMcA to follow-up with Paul Brown re. dates and proposals for 2018. 8.10.17 update – Paul McAndrew confirmed event had moved to Kingdom Solos; awaiting confirmation of a date (usually last Saturday in March or first Saturday in April – awaiting venue availability confirmation from Paul Brown). 04.02.18 – date confirmed as 10 th March 2018 at Lochgelly High School	PMcA	CLOSED
Apr-A3	Child Protection – RSPBA guidance to bands update. 8.10.17 – original action to be closed and new action to be opened under ‘Safe Guarding’ to include vulnerable adults. 04.02.18 – RSPBA Chief Executive has now signed-off policy; RSPBA website now has link to Disclosure Services, an umbrella body processing Disclosure applications and PVG membership.	PMcA	CLOSED
Apr-A5	DPA Branch fund-raising concert – confirmation of date, establishment of working group and general update on progress. 8.10.17 – No further progression due to lack of venue to date; Fife Police opting to go to Bucksburn contest instead as we were unable to firm up a Saturday date. Paul McAndrew expressed wish to revisit for 2018 with a different band (around a Grade 1 band not necessarily in the Branch), and look to develop a juvenile concert band. Nicola Liddell stated it was Perth and District Pipe Band’s 125 th year next year so would be keen to see them involved. Paul McAndrew to review dates and approach bands thereafter on shared profit basis. 04.02.18 – “Closed” as too many other commitments during 2018.	PMcA	CLOSED
Apr-A6	AGM (5.11.17) arrangements. 8.10.17 update – venue: Glencarse, 6.30pm for 7.00pm (6pm committee meeting to take place prior to AGM). 04.02.18 – AGM took place as planned at Glencarse	GM/P McA	CLOSED
Apr-A7	Summary of Mini -band contest feedback on formation etc.	GM	CLOSED – to be discussed under ‘correspondence’

Action from Minutes in October 2017

Mtg-Act	Action	Owner	Status *
Oct-A1	Minibands contest – Orkney Pipe Band to perform last to take in to consideration any travel delays. 04.02.18 – Online entries now available; awaiting Orkney entry.	GM	CLOSED
Oct-A2	Dundee Contest – awaiting confirmation of 2018 event from Dundee City Council, including update on grant application. 04.02.18 – online entry now available.	PMcA GM	CLOSED
Oct-A3	2017 event cancellations – Gary Mair to write to bands who are entitled to refunds.	GM	CLOSED



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	11.03.18 – Irene Black has refunds organized.		
Oct-A4	Gary Mair to write to the RSPBA HQ to request Grade 4A and 4B splits for 2018 season at Branch competitions. 04.02.18 – letter submitted to RSPBA HQ; MB approval confirmed at February '18 meeting.	GM	CLOSED
Oct-A5	Any band wishing to be considered for regarding should write to Bruce Cargill prior to 18.11.17 (ideally by the Monday prior to this) in advance of the next Music Board meeting. 04.02.18 – MB confirmed no requests received.	ALL	CLOSED
Oct-A6	Board minutes to be made available online on Branch website. 11.03.18 – Paul McAndrew arranging.	PMcA	CLOSED
Oct-A7	Branch SCQF tutor training – Gary Mair to share grid to Branch bands 04.02.18 – Action completed.	GM	CLOSED
Oct-A8	Gary Mair to provide details of Branch SQA programme to Sarah Rathbone. 04.02.18 – Action completed	GM	CLOSED
Oct-A9	Summer school – Irene Black to send Gary Mair Paypal receipt link for refund query. 04.02.18 – Action completed.	IB/GM	CLOSED
Oct-A10	Education – what do members want to see in terms of Education in the Branch? 04.02.18 – Action completed	ALL	CLOSED
Oct-A11	Branch website – Badenoch and Stathspey details to be added. Nicola Liddell to follow-up with Sarah Rathbone. 04.02.18 – Action superceded by new action item combining A12 & A13 below.	NL	CLOSED
Oct-A12	Branch website – ensure all bands are sitting in the correct pages as per recent regradings.		CLOSED
Oct-A13	Branch website – all bands requested to ensure their details are showing accurately. 04.02.18 – Action Closed	ALL	CLOSED
Oct-A14	Branch calendar to be updated online. Details of all calendar dates to be circulated to members. 04.02.18 – Action completed	PMcA/ GM	CLOSED
Oct-A15	AGM 2016 minutes to be circulated. 04.02.18 – Action completed	GM	CLOSED
Oct-A16	Annual Fees due. 04.02.18 – several bands not yet paid however annual fees will be automatically deducted at time of first competition entry.	ALL	CLOSED
Oct-A17	Branch solo trophies to be returned at AGM meeting. 04.02.18 – Action Closed	ALL	CLOSED