



**Minutes from Branch Meeting
Sunday 29th April 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: Paul McAndrew, Irene Black, Jim Clark, Stewart Findlay, Bruce Cargill, Kenny Traill, Gillie McNab, Sarah Rathbone, Iain Finlay, Gary Mair, Jim Mills

Apologies: Ali Bryce, Dawn Waddell, Owen Sweeney, Ian Hughes, Willie Tait, Paul Winter

3. Matters arising from minutes of last meeting:

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

Further matters arising:

- None.

4. Approval of previous minutes

Approved; Ian Finlay, Seconded: Bruce Cargill

5. Correspondence: GM summarised the following items:-

- Confirmation from City Of St Andrews PB that they will play at Cupar Highland Games.
- Information distributed to all Branch bands regarding HNC Music Piping from the National Piping Centre.
- Offer of opportunity in Australia through the Piping Study Extended Visa Scheme in conjunction with Warwick Pipe Band, Queensland Australia and living and working on a farm has been e-mailed to all Branch bands.
- All required Licensing and permissions are now in place for Dundee Outdoor contest. Local TA are arranging to collect barriers (thanks to Ali Bryce for his help in arranging).
- Feedback from mini-bands from Craigie High School is very disappointing highlighting numerous issues in several classrooms. GM to write to all bands who competed.

6. Treasurer's Report:

- Irene Black presented the accounts (confidential).

7. Music Board Report: BC reported as follows -

- All Grade 4 bands will be receiving a questionnaire posted directly to each band from RSPBA HQ asking:-
 - Do you think that the playing criteria is correct for your Grade?
 - Do you consider that the playing format provides a level / fair competition within the Grade?
- A review will be undertaken for the consideration of an international solo tenor drumming contest.
- Commencing September '18, there will be a review of grading structure across all Grades.



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- Consideration will be given once feedback has been received to adjust “Worlds” format by having Grade 1 Qualifiers, all Juvenile competitions and all DM competitions on the Friday. This would be effective from 2020 if approved.
- A review of RSPBA Summer School costs is being undertaken. Costs are currently subsidized by RSPBA.

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

- Bands who are late in returning trophies for all Major and Minor contests should be penalized with fines and ultimately with suspension from all RSPBA contests if any trophy is not returned.
- There is an ongoing review of RSPBA granting of competition license at Bute and Dundonald Games as they are <60 miles apart.
- The Adjudicators Panel Management Board (APMB) are considering how best to inform bands what they (the “Adjudicators”) are looking / listening for during a performance both from a technicality and musicality perspective. With this in mind it is likely that a re-formatted crit sheet for Grades 3 and 4 will be generated.
- Branch bands can apply for funding support using the RSPBA registered charity number however bands **must** notify RSPBA HQ that they are doing so.
- Clarification that bands should receive a receipt, by post, from RSPBA HQ confirming their entry to any Championship.
- RSPBA HQ will relocate to temporary office accommodation whilst refurbishment of HQ takes place. The “move” will happen between 11th and 14th May during which time contact with the office will be severely limited.
- Tenders for the building works at RSPBA HQ are due to be issued mid May.
- The awarding of location for 2 Majors (UK and European Championships) will be announced soon.

9. Education

- Dates for the 2018 SQA 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:

- General Data Protection Regulation (GDPR)
This is a law effective from 25th May 2018 that impacts every band. It is a law that replaces existing Data Protection directives and is designed to provide a common approach to data privacy laws across Europe. Non-compliance can result in large fines. Exactly how this will impact bands is not clear as yet. Information so far determined is that the RSPBA are designated a “Controller” whilst each band Secretary is deemed to be a “Processor”. As defined by the Act, a “Controller” is the entity that determines the purposes, conditions and means of the processing of personal data, whilst the “processor” is an entity which processes personal data on behalf of the controller.
Band Secretaries should as a minimum, record all personal data handing noting the purpose of the data and dates requested. This is a complex area of law and further information is available from a variety of websites.



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12. New Action Items

Mtg-Act	Action	Owner	Status *
Apr-18-01	GM to contact all bands who participated in recent Minibands with respect to school's complaints.	GM	Open

13. Next Branch Meeting Date(s):

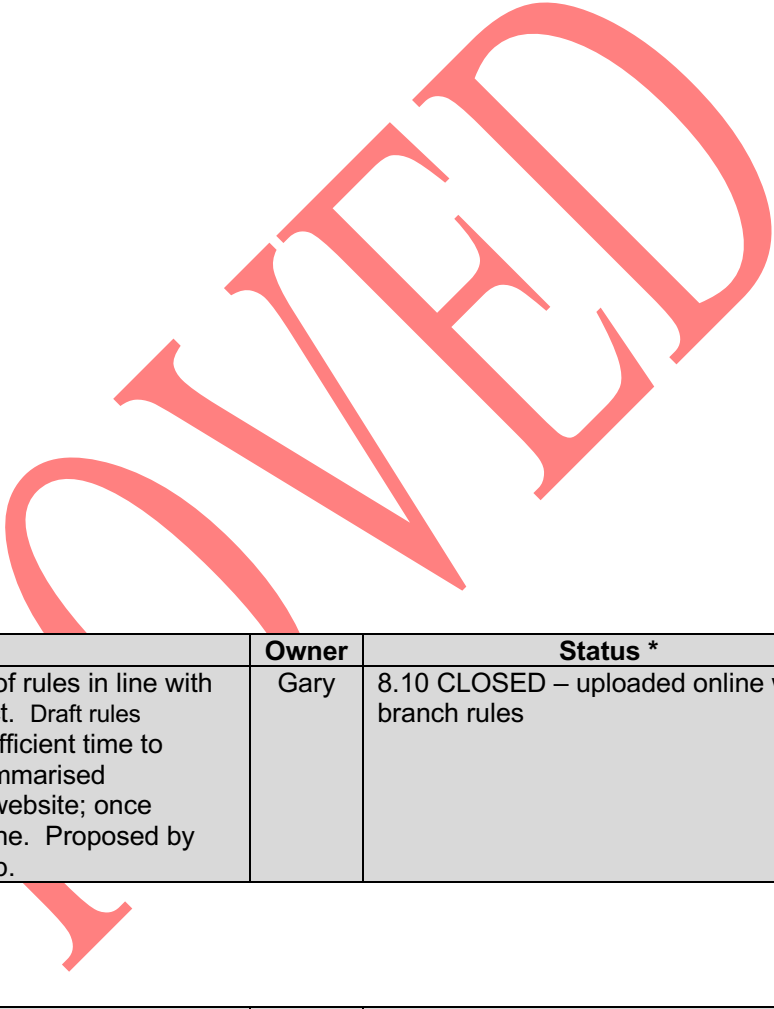
Branch Meetings

7th October
2nd December

AGM

4th November

The meeting closed at 21:00.



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



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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	Closed
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

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



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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. 11.03.18 – Irene Black has refunds organized.	GM	CLOSED
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



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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

Action from Minutes in February 2018

Mtg-Act	Action	Owner	Status *
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

Action from Minutes in March 2018

Mtg-Act	Action	Owner	Status *
Mar-18	GM to email B Cargill requesting publication of Adjudicators’ Review Panel annual review report	GM	Closed
Mar-18	GM to email Peter Vardy enquiring about sponsorship for 2018 Dundee City Outdoor contest	GM	Closed
Mar-18	GM to re-send email to RSPBA HQ requesting 10% education expenditure refund from 2017 costs	GM	Closed
Mar-18	GM to email outstanding SQA examination candidates suggesting either Sat/Sun 14 th / 15 th April	GM	Closed
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	Closed