



**Minutes from Branch Meeting No 13  
Sunday 8<sup>th</sup> October 2017 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:** Sarah Rathbone (Badenoch & Strathspey, as of yesterday transfer been approved to DPA). Ian Hughes, Willie Tait, Kenny Traill, Jim Mills, Bruce Cargill, Ally Bryce, Irene Black, Gary Mair, Paul McAndrew, Nicola Liddell

**Apologies:** Paul Winter, Gillie McNab, Dawn Waddell, Chris Thomson, Stewart Findlay

**3. Matters arising from minutes of last meeting:**

**Actions from minutes in December 2015**

<b>Mtg-Act</b>	<b>Action</b>	<b>Owner</b>	<b>Status *</b>
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**

<b>Mtg-Act</b>	<b>Action</b>	<b>Owner</b>	<b>Status *</b>
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**

<b>Mtg-Act</b>	<b>Action</b>	<b>Owner</b>	<b>Status *</b>
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.	GM	OPEN
Mar-A9	Gary Mair to approach Common Good Fund and ascertain status. 8.10.17 update - this was specifically carried out for the Dundee	GM	CLOSED



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	contest and was awarded.		
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 <sup>th</sup> 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 <sup>th</sup> 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	<b>AGM (5.11.17) arrangements.</b> <b>8.10.17 update – venue: Glencarse, 6.30pm for 7.00pm (6pm committee meeting to take place prior to AGM).</b> 04.02.18 – AGM took place as planned at Glencarse	GM/P McA	CLOSED



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Apr-A7	Summary of Mini -band contest feedback on formation etc.	GM	CLOSED – to be discussed under 'correspondence'
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**Further matters arising:**

- None.

**4. Approval of previous minutes**

Approved Ally Bryce, seconded Iain Finlay.

**5. Correspondence:** Gary Mair summarised the following items

- All requests to RSPBA for adjudicators had to be submitted by 30.9.17 – complete and approved.
- Email correspondence received from Perth and District Pipe Band with feedback from Belfast re. band grading; forwarded to John Hughes and copied to Bruce Cargill. This had been raised with the grading group and decision made not to take any action at that time.
- Correspondence from Orkney Pipe Band seeking permission to enter Mini-bands competition and request for flexibility around comp timeslot in the event of ferry delays. All in agreement to permit them to play last.
- Feedback from mini-bands generally good; no definitive preference to concert format (for full bands) or circle. Iain Finlay stated concert format sounded better in playback recording. Agreement to remain with concert format for 2018. GM sought request for mini-band to perform in this format also; all in favour.
- Dundee Contest – Gary Mair thanked all band for various feedback received. The first Contest was deemed a success and some key points were summarised:
  - Helpful to have public conveniences available by Dundee High School
  - Preference to close off street between High School and City Square; to be requested again for 2018
  - Massed Bands – problems with countermarching through lack of space; suggestion to fall-out after prizegiving. Suggestion received for massed bands to play down pedestrianised section prior to arrival at the square (block had to be placed at entrance due to counter terrorism threat considerations).
  - Introduction of a PA system suggested. Branch have now purchased a PA system which can be available for hire at future events.
  - Tuning – need to look at allocating space by City Square. Suggestion to allocate area by Overgate & church; this area previously tested and worked well.
  - Suggestion for steward to walk behind the band with rope to stop general public getting too close.
  - Consideration of more catering. Caterer feedback delighted to be there and happy to return. No charge made to caterers for the first event to ensure there was provision; not unreasonable to put a charge in place for 2018.
  - Adjudicator feedback positive – happy to be in same tent. Suggestion to site tents in front of stairs to the Caird Hall.
  - Other considerations – where caterers are located, road closures, improved coach parking, underground car parking deemed essential (TA to possibly assist with parking), how to allocate space at City Square.
  - Dundee High School are happy to support and look forward to receiving request for 2018.

Dundee City Council acknowledged our requested date for 2018; awaiting confirmation. Gary Mair confirmed Branch intention to apply for a grant although was doubtful it would be as much as this year if anything was granted.

**6. Treasurer's Report:**

- Irene Black presented the accounts, contained in a separate (confidential) document.
  - Some cheques paid out from last season have not yet been presented to the banks.
  - Crieff & Thornton event cancellations – Gary Mair to email band secretaries for those who entered but did not withdraw re. entitlement to refunds (those who withdrew prior to the event cancellation would not be entitled to refunds).
  - 2018 figures set for the season. It was noted a few bands were due incremented payments due to previous year(s) fees added.



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

- 45 bands competed during 2017. There were approximately 190 high-to-low transfers during season. Bruce Cargill reported the 42 day rule is working and helping a lot. Confirmation that an extra column is now included with band rosters to signify when when a player can start playing.
- Education – just under 200 people doing exams in December 2017.
- Playing requirements – if playing MSR this year, would do medley the following year (Paul McAndrew provided copy of the format, see table below). A discussion took place around juvenile bands playing requirements but it was noted the Music Board does not sit until November so will remain as is until this time and an outcome decided thereafter.

2018 Playing requirements

	1 <sup>st</sup> Major	2 <sup>nd</sup> Major	3 <sup>rd</sup> Major	4 <sup>th</sup> Major	World's Heats	World's Final
Grade 1	Medley	MSR	Medley	MSR	MSR	Medley
Grade 2	MSR	Medley	MSR	Medley	MSR	Medley
Grade 3	Medley	MSR	Medley	MSR	Medley	MSR
Grade Juv.	MSR	Medley	MSR	Medley		Medley

- Liaison Meeting update – requested bands in Grade 4B to be allowed to play whichever time signature. APMB (Adjudication Panel Management Board) requesting this. Competition to take format of 2/4 marches; play 2 ½ - 4 ½ minute of march times (does not have to be 2/4's). APMB may wish to trial at minors. A request has been made to adopt Grade 4A and 4B grade competitions at minor events. Paul McAndrew stated the Board of Directors discussed a letter to be issued to all bands by HQ on behalf of the Music Board and APMB with 2 open questions around this. Gary Mair to write again to HQ to request running Grade 4A and 4B Branch events.
- Adjudicators happy to continue to confer; conferred at all majors this past season. Very few positions changed but still experienced big splits (e.g. 4<sup>th</sup> and 15<sup>th</sup>). Pilot to continue next year. Paul McAndrew confirmed that the Branch cannot dispute results but would support bands should they wish to raise a query/concern in the event of a significant variance and if the adjudicator log sheet does not reflect the placing. Emphasis was given that this will not be detrimental to a band in future competitions.
- Dollar Novice Juvenile A regraded to Juvenile (Dollar Academy have 2 juvenile bands currently) / Methil downgraded to 4A / Bowhill regrading to 3B. Any band wishing to be regarded should make a request to the Music Board and are encouraged to do so – Bruce Cargill available to provide any help or information if required. **Regrading requests should be submitted prior to 18.11.17 when the Music Board are next due to meet (ideally submitted by the Monday prior to this).**

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

- Intention to put summary of Board Minutes online (Paul McAndrew to look at again).
- Forthcoming questionnaire from HQ to also include 'Education' as a representative for the Branch is not currently in place (unknown if other branches have an education representative). Paul McAndrew anticipates a job spec to be agreed and appoint suitable individual who meets the criteria. Make-up of Board to be looked at in due course; PMcA summarised the current board as it stands. Sarah Rathbone (a teacher by profession) expressed an interest in becoming involved on the Education side for the Branch.
- A complaint has been lodged regarding the running of the Pipe Band competition at Pitlochry Highland Games. The Branch have stated that a license will not be granted to this event if organisers do not comply with the following – a draw must be published prior to the first person playing 1 hour before, entry form must be published and approved by Branch directors, competition must not be 'by invitation' but open to all bands (acceptable to state street march is a requirement of the competition event).
- World Pipe Band Championships – qualifiers to take place on the Friday.
- All 2018 Major events are now listed on the website. UK Championship (Belfast) clashes with the North West motorcycle event. 2019; 2 of the Major event locations (European Championships Forres & UK Championships Belfast) have not yet been awarded. Decision delayed until March 2018.



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- Following the fire at HQ, the Board met mid-season to accept bid from insurance company. Decision to progress works independently and put a committee in place. Currently with architects to progress a £800,000 2-storey conversion and refurb. Decision to complete a 2-storey conversion with completion date of September 2018.

## 9. Education

- 40-50 individuals studying levels 2-6 PDQB (SQA). SCQF Level 6 required to be an Assessor (with sponsor partner agencies). There has been a significant cost to the Branch to provide this training programme: provision of 5 x 6 hour days covering practical/theory sessions. Training carried out by - Tam Brown, Paul Brown, Alan Campbell, Derek Potter, Alistair Duthie, Keith Robertson (PVG's obtained from current employment with stipulation on no 1-1 tutoring).

It was noted Sarah Rathbone is imminently attending a Level 6 training event with intention to sit exam Easter 2018; suggestion made to consider Branch exam taking place in November 2017 (and welcome extended to Sarah to attend remaining Branch SQA sessions). Alistair Duthie has kindly offered to run additional Sunday afternoon workshops for anyone requiring additional support in the lead up to the **final exam on 9<sup>th</sup> December 2017** \* (consideration being given to offering extra tuition day on this date as well as exam). No cost to Branch members to attend training but £30 fee per individual applicable for exam only (cost will be invoiced by Branch to the bands; bands can decide whether to subsidise cost to members).

Branch to SCQF tutor training next year. Gary Mair to share grid to Branch bands.

*\* 1 entrant sitting exam on 23.10.17 (level 6) as returning to Australia. Request also received for New Zealand brother of a participant to do exam via Skype and permission given.*

- A discussion took place around previous qualifications and their equivalent SQA PDQB level and present validity. Individual queries on prior qualifications can be checked with Pat Whelan, RSPBA Education Officer.
- Assessors list currently being updated.
- Next SQA dates set for 18<sup>th</sup> and 19<sup>th</sup> November 2017 (18.11.17 Branch solos date at Craigie High School, also same date as Shotts). SQA programme will run in tandem with those competing (most only playing once) and draw will be manipulated to accommodate this. Gary Mair to provide details to Sarah Rathbone.
- SQA programme will be repeated next year. Cost of tutors this year was covered by HQ, cost of venue by the Branch. Only other additional costs included a flipchart and a flask!
- Summer School 'Springboard' (31.7.17 - 4.8.17). This year's event was attended by 4 Branch winners. 2017 Report available on Branch website (copy circulated during meeting). Branch agreed to continue to fund 3 novice places @ £180 each (Piping, Drumming, Tenor) to attend 2018 summer school; all in favour. Irene Black to send Gary Mair Paypal receipt link for refund query.
- Paul McAndrew invited comments for anything else we'd like to do in terms of Education in the Branch. Mention was made to L&B Branch doing a course – do we wish to attend or mirror? 'What are adjudicators expecting from Grade 4 performers' (course for PM's and Lead Drummers led by John Nevans). Is there anything similarly we would like to do in the Branch? Question would be forthcoming as part of HQ questionnaire with a view to a date prior to Christmas if syllabus can be pulled together in time.
- Board authorised review and redevelopment of tutor books; all information relating to levels 2-6 contained within (free of charge as digitalized). Books to be revamped to reflect current levels. Software available for books to be interactive with user.
- Any comments or queries relating to education should be forwarded to Paul McAndrew or Gary Mair.

## 10. Media Report:

- **Branch Website:** Nicola Liddell reported as follows - From current membership, 1 band not featured on website; NL to follow-up with Badenoch & Strathspey. Need to review all gradings as per recent changes and ensure they are sitting on the correct pages. Crieff HS to remain on Branch website. A request was made by Paul McAndrew for all bands to check their details are showing correctly on the Branch website.
- **RSPBA Magazine:** No update.
- **Branch Facebook page:** No update.

## 11. AOCB:



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- 2018 Calendar – competition dates approved and will be circulated. Paul McAndrew confirmed a license had been granted to Inverkeithing – a date has not yet been set (North Berwick contest 11.8.18, Perth 12.8.18). Paul McAndrew/Gary Mair to update Branch calendar.
- 2016 AGM – Gary Mair to circulate draft Minutes.
- Branch solo trophies – to be returned at AGM.
- Annual fees – a reminder was made fees are due.
- Associate member bands – Paul McAndrew stated agreement needs to be made on development bands within the Branch but not RSPBA. All in favour to pay normal branch membership fee. AGM to decide if fee stays the same or changes. 44<sup>th</sup> Boys Brigade to be accepted for associate membership.
- Jim Mills extended his congratulations to Mackenzie Caledonian for their success during the 2017 competing season – 9 majors and 9 trophies. Further congratulations were extended to all branch bands in the prize lists.

**12. New Action Items**

<b>Mtg-Act</b>	<b>Action</b>	<b>Owner</b>	<b>Status *</b>
Oct-A1	Minibands contest – Orkney Pipe Band to perform last to take in to consideration any travel delays.	GM	OPEN
Oct-A2	Dundee Contest – awaiting confirmation of 2018 event from Dundee City Council, including update on grant application.	PMcA GM	OPEN
Oct-A3	2017 event cancellations – Gary Mair to write to bands who are entitled to refunds.	GM	OPEN
Oct-A4	Gary Mair to write to the RSPBA HQ to request Grade 4A and 4B splits for 2018 season at Branch competitions.	GM	OPEN
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.	ALL	OPEN
Oct-A6	Board minutes to be made available online on Branch website.	PMcA	OPEN
Oct-A7	Branch SCQF tutor training – Gary Mair to share grid to Branch bands.	GM	OPEN
Oct-A8	Gary Mair to provide details of Branch SQA programme to Sarah Rathbone.	GM	OPEN
Oct-A9	Summer school – Irene Black to send Gary Mair Paypal receipt link for refund query.	IB/GM	OPEN
Oct-A10	Education – what do members want to see in terms of Education in the Branch?	ALL	OPEN
Oct-A11	Branch website – Badenoch and Stathspey details to be added. Nicola Liddell to follow-up with Sarah Rathbone.	NL	OPEN
Oct-A12	Branch website – ensure all bands are sitting in the correct pages as per recent regradings.		OPEN
Oct-A13	Branch website – all bands requested to ensure their details are showing accurately.	ALL	OPEN
Oct-A14	Branch calendar to be updated online. Details of all calendar dates to be circulated to members.	PMcA/ GM	OPEN
Oct-A15	AGM 2016 minutes to be circulated.	GM	OPEN
Oct-A16	Annual Fees due.	ALL	OPEN



The Royal Scottish Pipe Band Association – Dundee Perth & Angus Branch

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Oct-A17	Branch solo trophies to be returned at AGM meeting.	ALL	OPEN
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\* **Status** should be “New”, “Open”, “Closed” or “Cancelled”

13. **Next Branch Meeting Date(s):**

AGM meeting 5<sup>th</sup> November 2017, 6.30pm for 7.00pm (6pm Committee meeting to take place prior to AGM).  
Thereafter next meeting to take place on 3<sup>rd</sup> December 2017. The meeting closed at 21:55pm.

APPROVED