

Dobcross Youth Band Constitution

- Band Title.

The Band will include the following:

The Dobcross Youth Band

The Dobcross Youth Training Band

The Dobcross Youth Beginners

- Aims

- To provide an educational opportunity for children and young people of up to and including 18 years to learn to play a brass or percussion instrument.
- To entertain the public and help promote and maintain the interest in the brass band movement and live music by concert performances, contest participation and other activities.
- To develop a quality Youth Brass Band that is an asset to the local community.

- Band Membership.

- The membership of the band shall consist of playing members, either Youth, Training, Beginners, parents/guardians of playing members and other interested individuals.
- All band members will adhere to the Constitution and the Rules of the Dobcross Youth Band. A copy of the Rules and Constitution will be issued to each member and signed for. It will be updated as and when necessary.

- Membership Subscription Fees

- Membership subscription fees will be paid by all members according to their category of membership as determined by the committee. The fees will be reviewed annually.
- The Committee shall have the power to waive the payment of fees in cases of hardship.

6. Equal opportunity

The band will apply an equal opportunity policy. It is intended that no person shall receive less or more favourable treatment on the grounds of gender, religion,

physical disability, colour, race, nationality, ethnic origins, finance or requirements that cannot be shown to be properly justified.

7. Musical Direction

- Each section of the Dobcross Youth band shall have its own musical directorship, as stated below.

A Musical Director of the Dobcross Youth Band.

A Musical Director of the Dobcross Training Band with responsibility also for the Beginners' Group.

- The Committee will have the power to appoint and terminate the positions of the Musical Directors as required.
- Musical Directors (or any visiting Musical Directors/Tutors) must fulfil the safeguarding requirements of the Youth Band's Safeguarding Policy
- The Musical Directors will have responsibility for the musical direction of their respective bands.
- The Musical Directors will consult each other about progression of players between the groups.
- The Musical Directors will have responsibility for band discipline at musical performances and rehearsals. Breaches of discipline may be referred to the Committee to deal with as and when necessary.
- The Musical Directors may be asked to attend or request to attend Committee Meetings from time to time.
- The Officers and Committee will assist the Musical Directors of all groups in maximising development opportunities e.g. workshops, teaching, master classes, contests and concerts.

8. Committee and Officers.

- A Committee shall be elected at the Annual General Meeting and positions will be held until the conclusion of the subsequent AGM unless re-elected. The Committee will have authority to fill vacancies as and when necessary.
- The Secretary will invite nominations for members of the committee and officers on a nomination form to be displayed on the noticeboard in the Dobcross Band Club for at least 14 days prior to the AGM. If insufficient nominations are received, nominations may be invited at the AGM itself.
- The Committee will consist of the following: -

Chairperson

(to hold office for three years)

Secretary	(hold office for two years)
Treasurer	(to hold office for one year)
Engagement Secretary	(to hold office for two years)
Nine elected committee members	(to be elected annually)
Not more than three co-opted members (Committee)	(by invitation of the Committee)

- At least 50% of the committee members, excluding any co-opted members shall be parents/guardians of children or young people in the Dobcross Youth Band. In the event that this 50% cannot be achieved, the Dobcross Youth Band may elect other interested parties to the Committee. No two members from the same family can be elected in the same year.
- Parents/Guardians of all children and young people who attend the Dobcross Youth Band to have one family vote – one vote irrespective of the numbers of children or young people each family may have in the band. All members of the current committee who are not parents also have a vote. The Chairperson to have the casting vote if required.
- No Officer or members of the Committee shall be held personally responsible either jointly or severally for: -
 - Any debt incurred on behalf of or by the Band or
 - Any legal liability, either civil or criminal, incurred by any other member of the committee, by the band membership as a whole or by any individual member of the band.
- Duties and responsibilities of the Officers and Committee
 - The Committee will deal with the business placed before it concerning all aspects of the management of the band e.g.:-

Appointment of its Musical Directors

Safeguarding Policy

Data Protection

Youth Band Communications

Arrangements for its engagements

Rehearsal accommodation

Fundraising activities – for instruments, uniform, transport and all other band activities as required.

Instrument provision

Fixing of subscriptions

Matters of personnel discipline or grievance

- The Committee will meet whenever required, normally ten times a year but not less than eight times, on a regular basis at a day and time agreeable to the majority of its members.
- Any member of the Youth Band sections can also request to attend a meeting with the Committee if they have a grievance or wish to put forward any ideas or suggestions.

10. Band Finance

- The Treasurer shall be responsible for all Band monies and the accountancy thereof.
- The financial year shall be from 1st September to 31st August.
- Signatories to bank accounts shall be the Treasurer, the Secretary and the Chairperson. Any two from these three will be required to sign all cheques or give authorisation for all payments. The Treasurer can make online payments into or out of the bank account.
- No financial transactions shall be carried out without the prior knowledge of the Treasurer.
- The Treasurer shall present an up to date written statement of receipts and payments at each Committee meeting, acceptance of which to be recorded in the minutes.
- The Annual Accounts, after audit by an independent examiner, to be presented by the Treasurer to the Committee for inspection at least 14 days prior to the AGM.
- An auditor shall be appointed annually at the AGM.

11 General Meetings

- General Meetings shall be called at the discretion of the Committee, or by the written requests of a least six-member band families.

- An Annual General meeting shall be held at the end of the financial year at which the Annual Reports from Chairperson, Secretary, Treasurer and Musical Directors shall be presented and agreed.

Notification of the meeting shall be communicated to band families and displayed in the Dobcross Band Club at least twenty one days in advance of the meeting.

The AGM will follow an agenda that has also been displayed in the Band Club and communicated to band families seven days in advance.

- Any band parent/guardian/committee member may submit motions for inclusion on the agenda, these should be received by the Secretary at least 21 days in advance of the meeting in order to be included on the agenda.
- The quorum for a General Meeting shall be five members. For this purpose, the membership of the Dobcross Youth Band is counted as the number of different families attending in the three weeks prior to the meeting. A serving committee member is also counted as a member for the purpose of the quorum required. If fewer attend then another meeting must be arranged.
- Proposed changes to the Constitution shall be displayed in the Dobcross Band Club fourteen days before a General Meeting. Any change to the Constitution must have the approval of two-thirds of the membership present before it can take place.
- Extraordinary General Meetings may be called at the discretion of the Committee or by the written request of not less than one quarter of the members (for the avoidance of doubt each band family counts as one member) Committee members also count as members. Members also include interested individuals (see Band Membership above) Members shall be given 14 days' notice of the meeting and the agenda will be displayed in advance in the Dobcross Band Club. The EGM shall only deal with matters for which it has been called. No other matters can be raised at the meeting,

12. Uniform.

Proper band uniform, as determined by the Committee and published in the Rules of the Band shall be worn as the Committee deems appropriate.

13. Band Existence.

- The Dobcross Youth Band shall continue to function as long as it can achieve its aims. This shall require at least four playing members carrying the name of the Band.
- In the event of the Band being unable to achieve its aims, the Officers will suspend Band activities for a period of up to one year, during which time as many assets of the Band as possible will be maintained at no cost to the Officers.

- If at the end of one year there are still insufficient Band members to achieve the aims of the band,, then the Officers will dispose of all Band assets. Having paid off all outstanding commitments, the Officers will then hand all instruments, equipment or other property, including surplus funds after payment of expenses, to a similar organisation or organisations concerned with the teaching of brass and percussion instruments to children and young people.

Date

Signed.....(Chairperson)

Signed (Secretary)