

Constitution of Bratton Community Brass Bands

1	<p>Name</p> <p>1.1 The organisation shall be called Bratton Community Brass Bands, hereafter referred to as “BCBB”. The organisation shall include:</p> <ul style="list-style-type: none"> • Bratton Silver Band • Bratton Brass Band • Bratton Brass Roots <p>1.2 Other branches of the organisation may be formed and come under BCBB.</p>
2	<p>Aims and Objectives</p> <p>The organisation's objectives are to promote the practice and performance of brass band music in order to advance public appreciation, enjoyment and knowledge of such music by means of concerts and other public performance and by such other ways as the Band, through its Committee, shall determine from time to time.</p>
3	<p>Membership of BCBB</p> <p>3.1 Membership of BCBB is defined as, and restricted to, those players in the band who have paid their subscriptions for the current year, or have made arrangements to pay subscriptions as defined in Section 6.</p> <p>3.2 Every Member of BCBB shall receive a copy of this constitution and shall be bound thereby. Members are defined as players with the Band. Musical Directors and ex-officio non-paying members will also receive a copy</p> <p>3.3 BCBB members are responsible for their own costs in travelling to practices, engagements and contests. Any request for an exceptional variation to this rule will be considered by the committee. The decision will be at the sole discretion of the committee.</p> <p>3.4 BCBB is an Equal Opportunities organisation and is committed to the pursuit of equal opportunities in the provision of entertainment to the public and the treatment of members, volunteers and performers.</p> <p>3.5 All persons are eligible to apply for membership of BCBB, in accordance with its constitution and rules, irrespective of race, colour, ethnic or national origins, gender, marital or parental status, sexual orientation, age, disability, religious or political beliefs or economic status.</p> <p>3.6 All members must adhere to BCBB policies and procedures.</p>
4	<p>Honorary Membership</p> <p>4.1 Recommendations for a member to receive Honorary Life Membership of BCBB must be made through the committee. The committee shall then put forward the recommendations for approval at the Annual General Meeting.</p> <p>4.2 This is the highest mark of appreciation that can be conferred upon any member and it shall be conferred only upon those who have done exceptionally valuable work for the Band.</p> <p>4.3 BCBB shall have an Honorary President who shall be elected at a general meeting. The office of President will be held for a period of 5 years or until either party terminates the appointment. The President shall be a non subscription paying ex-officio member of BCBB</p>

	for the duration of the appointment.
5	<p>Terminating Membership</p> <p>5.1 Any member wishing to resign is requested to give 28 days notice in writing to the Band Manager or Musical Director for their sub section.</p> <p>5.2 Any member leaving BCBB shall return all band property to a committee member within 14 days of terminating membership.</p> <p>5.3 The member leaving will be charged for any property not returned within this time period.</p>
6	<p>Subscriptions</p> <p>6.1 The subscriptions of members shall be fixed at the Annual General Meeting and may be amended at an Extraordinary General Meeting.</p> <p>6.2 Payment of subscriptions is to be made monthly.</p> <p>6.3 New members have 1 calendar month from joining to make provision for monthly payment of subscriptions.</p> <p>6.4 Non payment of subscriptions for a period of more than 1 calendar month will result in membership of BCBB being terminated and entitlement to participate in rehearsals, engagements and meetings will be withdrawn. All property must be returned – see 5.2</p> <p>6.5 All members are required to pay monthly subscriptions unless special dispensation has been agreed with the Treasurer. This will be reviewed every 6 months.</p> <p>6.6 Any member who leaves may continue to pay subscriptions; these will be treated as donations. Members who continue to pay will no longer be treated as members of BCBB and will not be eligible for a refund.</p>
7	<p>Management</p> <p>7.1 The management of BCBB shall be vested in a committee which shall consist of the following officers (see Annex A) plus 3 elected BCBB members:</p> <ul style="list-style-type: none"> • Chairperson • Bratton Silver Band Manager • Bratton Brass Band Manager • Treasurer • Secretary • Engagements Co-ordinator • Membership Co-ordinator • Publicity Officer • Bratton Brass Band Representative <p>7.2 A minimum of two committee members will be made up from players of BCBB</p> <p>7.3 Except for the Honorary President and Musical Director, all members of the committee shall retire at the Annual General Meeting but shall be eligible for re-election and are entitled to vote at the election.</p> <p>7.4 No member or officer of BCBB may be elected as a permanent life member of the committee.</p>

	<p>7.5 The committee shall meet a minimum of 6 times a year at a place and time to be decided by the committee.</p> <p>7.6 A quorum for meetings shall be 5 members of the committee</p>
8	<p>Powers</p> <p>8.1 In furtherance of BCBB objectives, but not otherwise, the committee may exercise the following powers:</p> <ul style="list-style-type: none"> • Power to raise funds and to invite contributions provided that in raising funds the committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law • Power to buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use • Power, subject to any consents required by law, to borrow money and to charge all or part of the property of BCBB with repayment of the money borrowed • Power to appoint and constitute such advisory committees as the committee may think fit; • Power to do all such other lawful things as are necessary for the achievement of BCBB objectives
9	<p>Election Procedure</p> <p>9.1 Except for the Honorary President and Musical Director, committee members and non committee roles shall be elected at the Annual General Meeting</p> <p>9.2 If no nominations are received for one or more of the offices of Chairman, Treasurer or Secretary the Secretary (or committee if no Secretary is elected) shall organise the first committee meeting following the AGM, at which the committee shall divide the tasks of the office(s) between the elected members.</p> <p>9.3 The resultant committee shall consist of a maximum of 12 members (see 7.1 above), and a minimum of 7 members. If this is not achieved the committee shall co-opt additional members to make numbers up to, at least, the minimum of 7.</p> <p>9.4 The committee shall have the power to co-opt other members of BCBB when necessary, but no-one may be appointed as a co-opted member if as a result more than one third of the committee would be co-opted members.</p>
10	<p>Annual General Meeting</p> <p>10.1 The Annual General Meeting shall take place within six weeks of the end of the calendar year</p> <p>10.2 Election of the committee shall take place at the Annual General Meeting</p> <p>10.3 Fees for BCBB engagements shall be set at the Annual General Meeting. Fees can be adjusted during the year at the discretion of the committee.</p> <p>10.4 The Secretary shall give no less than 28 days notice of the date, time and place of such meeting.</p> <p>10.5 A nomination sheet for all candidates will be distributed at the same time as stated in 11.4 to allow proposal and seconding by members.</p>

	<p>10.6 Nominations must be submitted no less than 7 days prior to the meeting</p> <p>10.7 No decision of such meeting shall be binding unless 55% of members eligible to vote are present.</p> <p>10.8 The decision must carry a minimum two-thirds majority.</p>
11	<p>Extraordinary General Meeting</p> <p>11.1 The committee may, at their discretion, call an extraordinary general meeting at any time giving not less than 14 days notice in writing, specifying the purpose of the meeting.</p> <p>11.2 No decision of such meeting shall be binding unless 55% of members eligible to vote are present.</p> <p>11.3 The decision must carry a minimum two-thirds majority.</p>
12	<p>Motions, Resolutions and Voting</p> <p>12.1 All propositions for consideration at the Annual General Meeting shall be lodged with the Secretary at least 14 days before the date of the meeting. Such propositions must be made in writing and be duly signed by a proposer and seconder who shall both be BCBB members.</p> <p>12.2 Members aged 16 and over will be eligible to vote</p> <p>12.3 All votes will be carried on a simple majority, with a casting vote from the Chairperson if required.</p> <p>12.4 All shall be done by a show of hands, unless at least 1 person requests a secret ballot.</p>
13	<p>Authority of Musical Director(s)</p> <p>13.1 The authority of the Musical Director shall cover wholly and solely for their band:</p> <ul style="list-style-type: none"> • The playing positions of members within the band • The playing personnel of the band to be used for each and every engagement or contest • The scheduling of additional practices for contest preparation • All aspects of the performance of musical programmes or contest pieces <p>13.2 The Musical Director is responsible for the selection of music for all concert programmes and own choice contests but must make every reasonable effort to include band members suggestions taking into account the ability of the band to perform to his/her required standard.</p>
14	<p>Accounts</p> <p>14.1 BCBB accounts for the financial year ending 31 December shall be submitted in each year to the Annual General Meeting, to be accepted by vote of the members.</p> <p>15.2 Requests to formally audit the accounts can be made to the committee by any member of BCBB.</p>
15	<p>Band Property</p> <p>15.1 Instruments: All band instruments remain the property of BCBB and must be maintained in good playing order by the holder of said instrument. An instrument</p>

	<p>register shall be maintained of all band instruments. This register shall be updated annually for insurance purposes and held by the Equipment Officer. Repairs and insurance will be paid for by BCBB in the case of accidental damage. Members who play their own instruments are responsible for their own repairs and insurance.</p> <p>15.2 Uniforms: All items of uniform (e.g. jackets, ties & fleeces) issued by BCBB remain the property of BCBB. Members are requested to purchase their own white shirt/blouse, black trousers/skirt, black socks/tights and black shoes. Other items of uniform where the member has contributed to the cost will remain the property of the member.</p> <p>15.3 Music: All music purchased by BCB remains the property of BCBB. Any music purchased by BCBB members becomes the property of BCBB unless specified otherwise.</p> <p>15.4 Loaning of music: music may not be loaned to another organisation</p> <p>15.5 Other: All other property purchased by BCBB i.e. stand banners, mutes, music stands and other equipment remain the property of BCBB. Any other property purchased by BCBB members (e.g. percussion items) remains the property of the member.</p> <p>15.6 Band property may only be used for non BCBB engagements at the discretion of the committee.</p>
16	<p>Contests and Engagements</p> <p>16.1 All players taking part in contests must be registered with BCBB with the exception of emergencies.</p> <p>16.2 In order for the band to fully prepare for a contest, the Musical Director has the authority to decide which players will be selected for each contest, and required for contest rehearsals. Players not required for a full contest rehearsal will be notified in advance but will still be encouraged to participate on non contest pieces during the normal rehearsal.</p>
17	<p>Winding up the Organisation</p> <p>17.1 BCBB shall not be dissolved as long as there are at least 6 members opposed to the course.</p> <p>17.2 If, at a General Meeting, a special resolution to wind up the affairs of BCBB has been duly proposed and passed, the committee shall have the responsibility to dissolve the organisation.</p>
18	<p>Altering the Constitution</p> <p>This constitution can only be amended at an Annual General Meeting or at an Extraordinary General Meeting called for that purpose</p>
	<p>BCBB Constitution Version 1.0 22/06/2023</p>
	<p>Annex A -Bratton Community Brass Bands Roles and Responsibilities document</p>