

Constitution

Largs & District Pipes and Drums

Name and Purpose

1. **Name:** The name of the band shall be Largs & District Pipes & Drums. (hereinafter referred to as "the Band").
2. **Purpose:** The Band is dedicated to:
 - a. Promoting and preserving the traditions of piping and drumming in the Largs area.
 - b. Providing opportunities for members to learn, practice, improve, and perform.
 - c. Representing the Band and the local community in parades, events and competitions.
 - d. Fostering camaraderie and teamwork among members and building positive relationships with the local community.
 - e. Operating in a self-sufficient manner by raising funds through members' fees, engagements, grants, and fundraising.
 - f. Supporting charitable organisations when feasible.

Membership Eligibility

Membership is open to all individuals with an interest in bagpiping, drumming, or the cultural heritage of pipe bands, regardless of race, religion, gender, sexuality or background.

2. Membership Categories :

- a. Full Members: Playing Members
- b. *Associate* Members: Non-playing members.
- c. Friends or Volunteers – Individuals or groups who support the band
- d. Honorary Members: Individuals recognised for significant contributions to this Band or pipe banding in general.

Definition of members:

1. **A Playing Member** is someone who intends to play pipes or (and) drums in the band.
2. **A non-playing member** is someone who participates in various activities on behalf of the band. Both have voting rights.
3. **A friend or Volunteer** is someone who supports the band with various activities but is not a member and has no voting rights.

3. Duties of Members:

- a. Attend rehearsals, performances, and meetings as reasonably required.
- b. Notify the Pipe Major or Leading Drummer if unable to attend.
- c. Maintain and respect Band equipment and uniform.
- d. Seek permission from the Pipe Major before using uniform or equipment for private engagements.
- e. Uphold the reputation and values of the Band.
- f. Conduct themselves professionally and respectfully at all Band-related events.

4. Membership Fees: Members shall pay an annual fee as determined by the Band Committee.

5. Suspension or Termination of Membership: Membership may be revoked or suspended due to:

- a. Persistent absence at practice or engagements without a valid reason.
- b. Failure to pay membership fees.
- c. Misappropriation of, or reckless damage to, band equipment.
- d. Behaviour deemed detrimental to the Band's reputation. (Due process will be followed, including written notice, opportunity to respond, and right to appeal at a General Meeting (requiring a two-thirds majority to uphold termination)).

Governance

1. **Band Committee:** The Band shall be governed by a Committee responsible for administrative and operational decisions.
2. **Committee Composition:**

1. Band President/Chairperson: Oversees meetings and ensures adherence to the constitution.
2. Secretary: Maintains records, schedules meetings, and handles correspondence.
3. Treasurer: Manages finances and maintains financial records.
4. Pipe Major: Musical leader for the Band. Decides parade line-ups, set lists and oversees instruction.
5. Drum Major: Acts as liaison between PM and band members and event organisers. Responsible for dress, discipline and decorum at public appearances.
6. Quartermaster: Oversees equipment and uniform issue and inventory.
7. Fundraiser: Plan, develop, and execute strategies to ensure the band has sufficient financial resources to operate.
8. Piping Members Rep & Drummers Rep. (These can be piping Sgt & Lead Drummer, but non-executive band members would be encouraged to fill these roles)

(Full Role descriptions for the Chair, Secretary, Treasurer and Fundraiser are available, with notice, should members request)

Additional Members:

These may be co-opted onto the committee (with voting rights, but not included in the quorum), such as an Events Coordinator, Social Media Representative, etc.

Committee members may hold dual roles if it is in the best interest of the band or the committee's efficiency.

3. Election of Officers: Officers are elected annually by band members at the AGM. Nominations must be submitted at least 7 days in advance, accompanied by a proposer and seconder. Voting shall be by a show of hands at the AGM; in the event of vacancies, nominations may be taken from the floor. The committee will appoint the Pipe Major, Drum Major and Band President. In relation to the Band Pipe Major, any application will go via the secretary and the committee. Final candidates for the position will present to band members who have the right to ask questions of the candidate. The band members' recommendations will then be discussed by the committee and an appointment made. This process will be completely transparent to all and ALL candidates have the right to request a feedback session.

It is normal practice for the pipe major, in consultation with the committee, to appoint a Pipe Sgt and Lead Drummer.

(Full role profiles for Pipe Major, Drum Major and Band President are available, with notice, for members to view)

4 . Quorum and Meetings

A quorum of four Committee members is required for decisions.

Committee Meetings:

- a. Meetings shall be held regularly as needs dictate, but in any case, not less than 4 meetings per year, including the AGM. These meetings (excluding the AGM) may be held online if circumstances dictate or in the interests of efficiency.
- b. An Annual General Meeting (AGM) shall be held to review progress, present financial reports, and elect officers.
- c. Special meetings may be called by the Committee or by a petition of at least 40 % of FULLY paid-up members.

Finances

1. Funding: The Band shall be funded through:

- a. Membership fees.
- b. Grants, Donations and sponsorships.
- c. Performance fees and fundraising events.

2. **Financial Records:** The Treasurer shall maintain accurate financial records, which shall be audited annually.

3. **Expenditures:** All expenditures over a set amount of £100 require prior approval by the Committee. This figure may be amended at the annual AGM.

Uniforms and Equipment

1. **Uniform:** Members shall wear the official Band uniform at performances and competitions. Uniforms are provided by the Band but remain Band property. Certain Items of uniform will need to be purchased by members themselves, e.g., Socks, Shoes, Shirts, & Ties

2. **Equipment:** Band instruments and equipment shall be maintained collectively. Members are responsible for their assigned instruments and equipment.

Code of Conduct (This is available via the band's website and Spond App)

1. Members shall act respectfully and professionally at all Band events. prohibited and will be dealt with via the Band's discipline process.

3. Disputes between members shall be resolved through mediation by the Committee.
4. Serious Misconduct. A thorough investigation of the allegation, conducted by nominated committee members to ensure impartiality, will take place to ensure a fair process, which may include a disciplinary hearing. External advice or involvement may be sought by the committee.

Apply appropriate sanctions, which may include warnings, dismissal or reporting to external authorities, depending on the severity and nature of the misconduct.

Safeguarding. The band WILL have a safeguarding policy and guidelines outlining how the Band will protect members from harm, ensuring their welfare and safety while participating in band activities and responding to their concerns, recording and reporting of any suspicions or allegations of abuse.

Amendments

1. This Constitution may be amended by a majority vote of members present at a properly convened meeting.
2. Proposed amendments must be submitted in writing at least one month before the meeting.

Miscellaneous

1. Affiliation: The Band may affiliate with national pipe band associations. (RSPBA)
2. Interpretation of the Constitution: In case of disputes regarding this Constitution, the Committee's interpretation shall be final.

Dissolution: In the event of dissolution, all remaining assets shall be offered to a group with the same purpose, aims and objectives as Largs & District Pipes and Drums.

Ratified by the Members of Largs & District Pipes & Drums

Date

Chairperson_____

Pipe Major: _____

Secretary: _____

