

# **Stewarton Bands Support Group**

## **Minutes**

### **AGM and Business Meeting held on Monday 27 May 2019**

1. **Present** - Avril Allan, Kirsten Duncan, Brian Keachie (MD), Shona McLaughlin, Nicola McNaught (for Business meeting), Alison Niven, Tony Park, Margaret Parker , Peter Ronald (Chair), Katrina Steedman.

**Apologies** – Sylvia Flauger, Eleanor Vallance

2. **AGM**

- Minutes of last AGM were approved as accurate.
- Chair's report

“The main aim of SBSG is to work with instrumental teaching staff to provide opportunities for young people in the Stewarton learning community to play musical instruments and to learn musical skills. In that regard we have had a very good year. The SBSG supported and subsidised 8 band rehearsal weekends over the 2018/19 term. Everyone will be aware by now that the 3 bands who proceeded to SCBF finals in March did really well. We saw the success of the Percussion ensemble which can be partly attributed to our support for the Percussion workshops in 2018/19.

We have worked well as part of a larger team with our MD, Brian Keachie and other band leaders. We have provided support in terms of funding tuition for new tuba and euphonium players and latterly for wood wind players due to music staff illness. We have communicated with Alan Friel, Head of the instrumental music service to express concern about the impact of this situation on our bands.

To support our work we have continued to raise thousands of pounds from fundraising. We raised £800 at our Bingo night in October 2018 and over £1600 during the Festive season. We received over £2000 from our involvement in the Co-op community fund. We have applied for the Tesco bags for Help and submitted an (unsuccessful) application as part of the Youth Philanthropy Initiative (YPI). We intend to apply again for the Co-op fund in summer 2019.

The SBSG is run by a small committee and supported by a general membership. Meetings are always well attended, however this year we've seen fewer volunteers offering to help with events. We lost our Child protection officer, Arlene Robertson when her daughter left the band. This has meant more work for myself and the 3 other committee members this year - Secretary Margaret Parker, Treasurer Avril Allan and Vice Chair Shona McLaughlin - all of whom have done great work behind the scenes to keep things going. During the year we have updated our website, through which key documents are now available and used Facebook and Twitter to keep our profile up and communicate with families.

SBSG is a registered Charity number SCO 41531. Disappointingly there still seems to be some confusion among families regarding the role of the charity and how it differs in purpose from East Ayrshire Council and instrumental music staff. I think that probably affects payments for weekends, fundraising and the impact of our social media communications. This is a difficult issue which persists, despite frequent communications from the Chair.

We are considering different options to increase levels of payment to the charity through digital banking set up by our Treasurer for 2019/20. We have seen an increase in the number of families not paying for rehearsal weekends which, in the long term, would have an impact on our work.

We had a very successful Summer Concert in June 2018 and are planning a matinee concert on Sunday 9 June with an increased capacity at Stewarton academy. We have fundraising planned for the summer and autumn and then we will start planning for the festive season again! During the year we will also be collaborating with the MDs to mark the 30<sup>th</sup> anniversary of the wind band system in Stewarton. However to make this happen we need more active members, preferably willing to go through the PVG process.

Finally I would like to thank all those who have helped and contributed to the charity's work this year and especially the SBSG committee."

- Treasurer's report (excerpt from accounts)

"During the year the charity organised and raised funds at several events, e.g. a bingo night, a Summer concert, Christmas carol playing at the local Sainsbury's and Morrison's in Kilmarnock. We also played at other community events, e.g. local galas and school event fundraisers. The total net funds raised was £5,565.

Part of the fundraising above was put towards establishing regular percussion workshops after a need to develop this section of the band was identified by the MD. After a successful application to the Co-op Community Fund from the group, we were nominated as one of their local causes for the year from October 2017.

The charity also had receipts from other charitable activities of £15,142 which represented parent contributions to rehearsal weekends and attending band festivals. The cost of band rehearsal weekends was maintained at £65. The support group will still be subsidising the overall cost of rehearsal weekends but to a lesser degree than previous years and we have introduced a new charges sheet to ensure that payments are processed efficiently. At the same time, the format of these weekends was changed, with the support from the MD in order to cut overall costs.

The income was also used to subsidise a kick start weekend for the Primary 6 band. We paid transport costs for Senior, Intermediate, Junior and Primary 7 bands to participate in the Scottish Concert Bands festival (SCBF). And as part of our commitment to the percussion workshops we funded the purchase of new percussion equipment. We also subsidised costs of PVG applications for new group members as part of our Child Protection procedures

During the year, significant amounts of funds were raised to subsidise the above. The Stewarton bands performed well at the music festivals in December & March. The rehearsal weekends assisted the bands in their preparation for the Scottish and National Concert Band Festivals - for the first time the Senior Band achieved a platinum award. The group is confident that this support and investment has encouraged the bands to achieve these successes.

The group plans to use these funds to provide financial support for similar activities and any other areas of need throughout the coming year. We are making plans for another summer concert in June 2019 and a major fundraising event in the autumn of 2019. We expect to make other successful applications for grant funding in addition to the funding which will come in from Co-op Community Fund.

The surplus from activities during the year was £2,133 and this has been added to reserves from previous years. At the year end, there are no restricted funds and the unrestricted fund represents income generated but not yet utilised in supporting charitable activities. At 31 December 2019, the charity held £8,401.21 at the bank and the Trustees consider this to be appropriate to fund the Charity's activities for the next year.”

Thanks were expressed by the Chair to parent Graeme Dean for auditing accounts and agreeing to continue for another year.

It was noted that we are going to be operating two different bank accounts next year which will show up on 2019/20 accounts.

- Election of management committee

All existing members of the committee stood down. The following office bearers were then elected for 2019/20;

	Elected	Proposer	Seconded
Chair	Peter Ronald	Margaret	Tony
Treasurer	Avril Allan	Shona	Katrina
Secretary	Margaret Parker	Avril	Katrina
Vice chair	Shona McLaughlin	Alison	Avril

Shona was elected with the proviso that she is not planning to stand for Chair in 2020. Therefore, group will need to agree a new chair from 2020/21.

It was agreed that we no longer require a specified Child protection officer and that responsibility comes under the remit of the Chair.

The constitution will be amended and circulated for the next meeting to be approved.

-NM joined the meeting –

- MD's report

Mr Keachie presented a short report covering the success of the SCBF, celebration Friday and plans for the future.

Chair expressed thanks to Mr Keachie and brought AGM to a close.

### 3. **SBSG business**

#### **Fundraising**

Renewable energy fund application will be submitted around autumn. Alison has compiled a list of possible funding courses for next year. Brian has prioritised a list to assist committee with further grant applications.

ACTION: Alison plans to set up a working group for grant applications.

#### **Summer concert planning**

Action list was discussed and updated.

ACTION: **Please see separate list and complete actions allocated.**

Recent circular sent by head of education regarding photography at school premises was briefly discussed.

ACTION: **Peter** has emailed for confirmation and will feedback (DONE – decision made with committee not to pursue “official“ photos this year due to restrictive nature of the regulations and need for consent which can’t be achieved by the charity.)

#### 4. **MD report**

##### **30th / 50th Celebrations 2019/20**

Brian has approached Colour Sergeant Gareth Keachie of the Royal Marines band to ask if he would consider composing a piece of music for the Stewarton wind bands as previously discussed. Brian is pulling together ideas for a massed concert including Stewarton Winds and Kilmarnock concert band.

ACTION: **Brian** will feedback to the committee and if CS Keachie agrees to go ahead the committee will extend formal invitation.

**Nicola** agreed to will chase up availability for summer concert at Grand Hall in Kilmarnock and Glasgow Royal concert hall.

##### **Woodwind**

Since last meeting SBSG committee agreed to fund 1 day of wood wind tuition for 4 weeks - Mr Forbes has started (Fridays) and positive feedback so far.

##### **Kickstart**

96 pupils were offered and 60 forms were returned after the Parents’ evening. The rehearsal weekend 6-8 June is being run by the Instrumental music service not SBSG.

**Open Doors** – band members played to the Open Doors club on 23 May- individual and band pieces. A donation of £50 was given to the SBSG.

ACTION: **Peter** to write a thank you letter

#### 5. **Next meeting -**

Monday 17 June 2019, Annick centre, 7:30 – 9pm

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##### **Dates of future meetings:**

TBA

##### **Other SBSG dates for diaries**

Summer concert – Sunday 9 June

Kilmaurs Gala fundraising stall - Sunday 4 August