

THE ROYAL SCOTTISH PIPE BAND ASSOCIATION  
Precis Minutes of the Board of Directors Meeting  
Via Video Conference  
Saturday 25<sup>th</sup> July 2020 @ 09:30

**Present:** None

**Via Video Conference:** A McGeoch, A Faulkner, B Niven, J Hughes, J Gibb, K Crothers, K Reilly, K Robertson, L Ronaldson, M Brown-Scott, M McCrindle, N Greeves, P Brown, S Orr

**In Attendance:** G Ussher

**Apologies:** P McAndrew

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The Chairman started the meeting just after 9:30 with thanks to the directors for joining the Board of Directors meeting.

The minutes follow the sequence of the previous Minutes not the order of the Agenda, but all information has been included.

A review of the minutes of the Directors' meeting of 27<sup>th</sup> June 2020 was undertaken, the Chairman went through the actions and the progress of each item was discussed and are summarised below. The minutes were approved on the proposal of K Robertson and seconded by L Ronaldson.

#### **Matters Arising / Discussed**

The Vice-Chairman indicated the Music Board had raised concerns over the decision recorded in AOCB to approve the Dundee Perth and Angus Branch requested to hold their branch **solos** using an online format.

“The MB stated that **all** matters re competition format should be submitted and reviewed by the MB Format Group. “

There is a defined set of format rules for Band Contests which has been documented by the MB in the “Reference Information on Competition Format” Version 1.1, and the World Solo Drumming Sub Group of the MB define the format for the RSPBA World Solo Drumming Contest. The BoD recognised that this scope is the jurisdiction of the MB.

The Vice – Chairman asked if the branches had been working to a defined format for Solo contest, as he was not aware that his branch solo contests had to have prescribed tunes, set time signatures, heats, snare and tenor categories based on a defined format for the event.

Requests from branches to hold separate 4A and 4B contests instead of a G4 contest to encourage or manage entries to minor events have not been referred to the MB but captured in the BoD minutes.

There were valid points raised at the MB which would need to be managed by the event promoter, such as Data protection, Child protection, use of recording of minors, online media and adjudication. The branch was at this time looking to support their membership by progressing an initiative. Unfortunately, there was not a Branch director at the meeting to provide comment and advise on branch meetings / discussions taking place to progress this contest.

The voting portal used to progress the 2020 AGM will be retained, (25/07 No 1 – Chairman) bands will be able to see the summary results of the votes cast. The 1 Comment and 7 Questions raised by Members with

their submissions were discussed by the directors at the Post AGM Board of Directors meeting. The Members who raised a question have received an Email response directly as a matter of courtesy and a full Report of the AGM has been placed on the RSPBA Web Site.

### **Completed:**

The 2021 Playing requirements to be published on the web. (27/06 No1 – Vice Chairman)

MB Meetings to remain online where possible. (27/06 No 2 – MB)

A report of the AGM is to be produced and published. (27/06 No3 – Vice Chairman)

Responses to the 7 Questions received are to be prepared and communicated as indicated in the invite letter to the Members. (27/06 No4 – Chairman)

### **Ongoing:**

Seek clarification on the VAT definition of a “Commercial Let” regarding our VAT position. (14/03 No1 Finance /CEO). Initial feedback indicates we should not have a problem, but we are awaiting final clarification from the accountants, contact is limited as staff are on furlough due to the Covid-19.

Progress any responses due to the APMB from complaints (25/04 No 4 Chairman). The information needed to progress is currently unavailable due to its location in headquarters.

Reduce the Drop Box License Cost by 50% (14/03 No 7 Vice Chairman). 10 directors have been identified to have their drop box accounts amended from team accounts to personal accounts.

Insurance requirements to be notified to W MacGregor for the next 12 months by the Branches. Unclear if a rebate will exist if an event is cancelled. (14/03 No 9 Branches) Waiting for the Policy Renewal documentation.

### **Correspondence**

The chairman notified the BoD he had received a letter of resignation from one of our Directors.

### **Adjudicator Panel Management Board**

Directors: A McGeoch, S Orr and W MacGregor

Convenor: John Wilson

There is to be a Conference Call meeting of the APMB on the 12<sup>th</sup> August 2020 to progress business looking ahead to 2021.

### **Music Board**

Directors: K Reilly (Convenor), I Finlay and M Brown-Scott,

The next MB meeting is scheduled for the 1<sup>st</sup> August 2020.

The Music Board Minutes of the 4<sup>th</sup> July 2020 were accepted on the proposal of B Niven and seconded by M McCrindle.

The MB Convenor expresses concern over the lack of director representation at MB meetings, it has been noted that one director has not attended either MB or BoD meetings for some time. The chairman is to review the director allocation to the MB, as there needs to be two present out of the three allocated, to enable one to be the MB Convenor and the other to participate in the meeting representing the board. (27/07 No2 – Chairman)

The Dundee Perth and Angus Branch online SOLO contest was discussed as part of the matters arising from the BoD Minutes (see above) The DPA MB Representative was not aware of this Branch activity and would

be contacting his Branch Director for clarification. KR explained and reminded the MB of how all matters of format should come to the MB first to follow protocol then a response will be given.

MB members were asked by the Education Officer their thoughts on which digital platform may be deemed suitable to progress the online training. A lengthy discussion followed giving ideas for which platform was best suited for various activities. Schools had used “Teams” whilst others in the MB had used the “Zoom” platform.

A MB update was prepared and placed on the RSPBA Website. This included an update on the 2020 WSD event. Consideration is being given to holding an event on the 5th December 2020 subject to any restrictions that exist at that time. We are keen to hear your feedback on the proposed date change, please email: [kevin.reilly@rspba.org](mailto:kevin.reilly@rspba.org) by 24th August so that we can feed your thoughts back to the Music Board.

The Grade 4B and Novice/Juvenile B survey has been prepared and ready to go out to all relevant bands using “Survey Monkey”. This is to seek feedback on the proposals developed to pilot a 'Static start' option within the Introductory phase of the performance for Grade 4B and Novice Juvenile B Bands.

As part of reviewing the Grade 1 format at the World Pipe Band Championship a consultation exercise will begin during August. Grade 1, Pipe Majors and Leading Drummers look out for the invitation to join a global online video call with the RSPBA Music Board and Format Group. The Grade 1 bands were being listed in time zones with an invitation ready to go out to join a video conference the weekend of 15th August.

The Reference Information on Competition Format had been amended (now version 1.1) for the changes at the previous meeting. MB members to check and forward any spelling/ grammar mistakes to TB before the 1<sup>st</sup> August meeting.

The MB recommend the BOD progress a study into the Aerosol effects of Bagpipes and Covid virus. This was initiated as some MB members were aware of a webinar that was organised by Strathallan School. The webinar chairman was the school's Piping Instructor, Craig Muirhead. Joining Craig on the panel was John Hughes, chairman of the RSPBA and Dr Robert Gray, Senior fellow and Consultant Respiratory Physician at the University of Edinburgh. An article on the meeting as produced by Stuart Letford for Bagpipe.News

The Chairman has written to Fiona Hyslop MSP, Cabinet Secretary for Economy, Fair Work and Culture and Professor Jason Leitch, Clinical Director, Healthcare Quality and Strategy, for specific guidance to be produced for amateur music groups and more specifically pipe bands. He also referenced the mixed views regarding the classification of the Great Highland Bagpipe in relation to it being an aerosol generating instrument, and whether this poses additional risks for players and other band members in both an outdoor and indoor situation, and requested details of any empirical evidence that we can use to establish a baseline on the risk of the bagpipe spreading infected droplets. We await a response.

### **Pipe Band College**

Directors: J Gibb, N Greeves and W MacGregor (and aiding continuity L Ronaldson).

Convenor: Pat Whelen

A PBC meeting was held on Tuesday 23<sup>rd</sup> July 2020, no minutes were presented to the meeting for review.

The Vice-Chairman provided an update on the Musical Composition Competition: As previously reported the competition closed with 7 Juvenile Piping and 1 Combined Band entry. In advance of announcing the results in mid-August, the BoD would like to thank the judging panel for their efforts in deliberating the entries received: PM Iain Simpson, PM Matt Wilson, Mark Faloon, the RSPBA Northern Ireland College Principal, Paul Brown the RSPBA Drumming Principal and Thomas Brown the RSPBA principle of Pipe Band Musicianship. (25/07 No 3 – Vice Chairman)

A query was asked as to why we had a low number of entries, reasons suggested were: other agencies promoting the Covid-19 / NHS; the scope was restrictive; No financial prizes offered; support possibly not available if Bands were not meeting.

The PBC Principle posts come up review on a three-year cycle, with each of the principles being considered in successive years. The Piping Principle position is scheduled for review at the PBC 2020 AGM in November. The BoD agreed the Education Officer should seek applicants who are interested in the post of RSPBA PBC Piping Principal. (25/07 No 4 – Education Officer)

There was feedback passed to some directors from the Area Representatives who attended the meeting, that debate was not inclusive and was initially dominated by one or two voices being autocratic in their approach to what the RSPBA should be doing.

The BoD were asked at the last BoD meeting to look at the updated “learning pages” on the RSPBA Web Site. Several observations had been made by the Ayr, Dumfries and Galloway Branch, these will be forwarded to the Vice-Chairman, who will then pass those he cannot answer to the Education Officer / PBC Principal’s for consideration. (25/07 No 5 – Vice-Chairman)

The North of Scotland Branch stated they had worked with their Area Representatives, Guests and Branch volunteers to develop and publish their own RSPBA- North of Scotland Branch Education Group Face Book page. This covers aspects of Maintenance, Theory, Piping, Snare and Bass and Tenor, and the feedback comments are positive. The RSPBA PBC Facebook Page could perhaps be developed to deliver content in a similar way, again using the Area Representatives / Guests to develop example / explanatory posts, that support the college with its mainstream certificated educational aspirations.

### **Marketing and Media.**

Members: Kathleen Robertson (Convenor), Kevin Reilly and Arlene Faulkner.

The committee have produced a draft “Expression of Interest” (EOI) and “Request for Proposal” (RFP) for the associations Website Refresh.

The BoD wish to thank those involved in progressing this initiative to this stage, OSCR are to be consulted on our approach. Their recommendations will be considered when moving through the EOI and RFP stages, and the documents will be updated to be compliant.

While OSCR are being consulted the BoD are requested to review the EOI and RFP and provide any comments to the committee by the 7<sup>th</sup> August 2020. (27/07 No 6 – Directors)

When all the reviews and approvals have been completed the RSPBA will ask for those interested in progressing the Website Refresh to complete an EOI. This will lead on to the issuing of the RFP for completion to the leading contenders who submitted an EOI. The key milestone dates have yet to be confirmed.

Completed RFP’s will then be reviewed, and a short list agreed for further consideration, prior to agreeing a course of action to implement the Website Refresh. Factors to be taken into account will include: -

- Development Costs.
- Maintenance Costs (Hourly / Monthly)
- Implementation Stages.
- Procedures and format for updating results.
- Method of maintaining the content.
- Hosting Costs.

### **Risk Assessment Review**

Members M McCrindle (Convenor) and P Brown

No update provided at this meeting work is ongoing as previously reported.

### **Registration Review Group**

Members: K Reilly (Convenor) and P Brown

No update provided at this meeting work is ongoing as previously reported.

### **SOSC**

Members: P McAndrew (Convenor), L Ronaldson, M McCrindle and B Niven

There has been no meeting of the Standing Orders and Steering Committee.

1. A review of the Complaints Procedure.
2. Finalise the Bullying and Harassment document.
3. Continue to progress changes to the Standing Orders and Rules and the Articles of Association Review.
4. Consider if the “adjudicator preference” rule requires adjustment, in response to a query received liaising with the APMB and MB Standing Committees to identify if there is support for an amendment.

The Vice-Chairman stated the sub-group need pull together to look at all the changes in the pipeline and reviewed them collectively so they can be presented to the BoD at the 5<sup>th</sup> September meeting. This is to enable them to be agreed following branch review for inclusion in the 2021 AGM Order Paper at the December BoD meeting. Chairman / Vice-Chairman to contact the SOSC Convenor (25/01 No7 – Chairman).

### **Finance**

Members: K Crothers (Convenor), W MacGregor, P Brown and J Hughes in attendance I Embelton, and G Ussher.

The update remains consistent with that reported previously.

While the facility is located in Glasgow and may seem to be biased to that region, we need to use the premises while offering its general use on a similar footing. The directors were asked to consider the suggested fees while we continue to seek clarification on the VAT definition of a “Commercial Let” regarding our VAT position and a formal response is communicated to the G&WS Branch who have made the first request to use the Premises. (14/03 No1 Finance /CEO). Initial feedback indicates we should not have a problem, but we are awaiting final clarification from the accountants, contact is limited as staff are on furlough due to the Covid-19.

We have taken advantage of the Governments Coronavirus Job Retention Scheme, and the staff have been placed on furlough to comply with the requirements for Social Distancing and essential work guidance provided by the Scottish Government to manage the spread of Covid-19.

We are in contact with the promoters of our Major Championships, looking ahead to the 2021 Season and onwards. The board have offered a one-year contract extensions to the Major Championship promoters in consideration of the loss of the 2020 event, this offer needs to follow due process.

We will refund Championship Entry and Summer School fees received when the staff return to the office.

The 2019/20 band registration fees have been used to cover the support and governance costs between November 2019 and April 2020, at this time there will be no refund of fees paid.

The 2020/21 band registration fees are anticipated to cover some of the support and governance costs between November 2020 and April 2021, it is too early to make any decisions on next year's fees at this point in time.

The Board will have to constantly review the position as events unfold based on the information and guidance available.

#### **A O C B**

BBC Alba have been in contact with the CEO and Chairman regarding the possibility of putting together a 2 hour Special broadcast in the Absence of the 2020 event to promote the spirit of the World Pipe Band Championships, using archive recordings of previous World Pipe Band Championships.

WSD covered in the MB Section, a decision will be made at our September BoD Meeting on the event taking place, based on feedback received from all parties, Promoter, Sponsors, Venue, the Scottish Government and Competitors. (27/07 No 8 – Directors)

It was agreed that the next meeting would be the 5<sup>th</sup> September 2020.

RSPBA Web Precipis Minutes July 2020