

**Britannia Concert Band**  
**Londonderry**  
(founded 1866)  
Charity Registration: NIC 106854

## **Constitution**

### **Title**

The Band shall be called "Britannia Concert Band"

### **Purposes/Objects**

- The Band's purpose is for the Advancement of the arts, culture, heritage and science and shall exist to promote and encourage a love of music.
- The Band shall specifically strive to encourage an appreciation of the Concert Band Music genre, (Brass, Woodwind and Percussion instrumentation), through education, instruction, practice, listening, regular public performance and the commissioning of new compositions.

### **How these Purposes are to be achieved.**

- The Band will meet for regular weekly Practice.
- The Committee will provide a suitable local venue for Practice.
- The Committee will appoint a Musical Director to help select a repertoire, give instruction and conduct the Band at practices and performances.
- The Committee will oversee the provision of a balanced and competent playing ensemble.
- The Band will provide sheet music, uniforms, additional musical instruments, equipment and music stands when necessary for Members.
- The Band will seek to contribute to the arts and cultural life in the City and the wider community, through regular public performances.

### **The Beneficiaries from our Purposes**

- Members of the Band are provided an opportunity to improve their musical skills.
- Younger Members in particular are introduced to musical forms, composers and instrumental technique.
- Players can increase their sense of self esteem and confidence through solo and ensemble performance.
- The playing of wind instruments is recognised as being a healthy activity through the exercising of heart and lungs in the blowing process.
- Members of the public through listening to the Band's performances are being entertained.
- Other charitable organisations benefit from the Band's willingness to perform at fund-raising activities.

### **The Benefits arising from the activities of the Band extend to**

- Primarily, the Derry City and Strabane Council area. Recruitment of players and performing opportunities will be concentrated here.
- Other regions of Northern Ireland.
- Regions outside of Northern Ireland, including Great Britain and the Republic of Ireland.

## **Structure of the Britannia Concert Band**

- The Band shall consist of a President, Vice-Presidents, Playing Members and Associate Members (non-playing Members who subscribe to the purposes/objects of the Britannia Concert Band).

## **Membership**

- The Band shall strive to welcome individuals regardless of gender, ethnic background, creed, sexual orientation or disability and through its activities, work for the good of the city and the wider community.
- The Band shall be a non-profit making organisation. All revenue generated by the Band shall be used for the day-to-day running of the Band viz. the purchase of music, instruments and equipment or for the support of worthy charities, at the discretion of the Committee.
- No Member shall benefit financially from the assets of the Band or from revenue generated by the activities of the Band.

## **Management**

The sole management of the Band shall be in the control of the Executive Committee, consisting of

- Chairman, Hon. Secretary, Assistant Hon. Secretary, Hon. Treasurer, Assistant Hon. Treasurer, Librarian and three Members.
- The Executive Committee (hereafter referred to as Committee) shall be elected by ballot at the Annual General Meeting.
- Band Members and Associate Members are eligible for election and are eligible to vote. Junior Members (under 16yrs) are not eligible for election nor are they eligible to vote, but they may be co-opted to serve on the Committee.

## **Rules**

Members and Associate Members shall agree to abide by the following rules.

1. The Chairman, Hon. Secretary, Assistant Hon. Secretary, Hon. Treasurer, Assistant Hon. Treasurer and Librarian are *ex-officio* members of all committees. Five shall form a quorum.
2. At the first meeting after the AGM the Committee shall elect a Vice-Chairman amongst their number who shall preside over all meetings in the absence of the Chairman.
3. The Committee shall appoint a Musical Director to rehearse and conduct the Band for an agreed period of time and/or for a specific series of concerts. The Committee may also invite the Musical Director to attend Committee meetings if it is thought desirable.
4. Candidates for membership and associate membership must be introduced by an existing Member or the Musical Director and may be enrolled on payment of subscriptions, subject to the approval of the Committee.
5. Subscriptions shall be reviewed on a regular basis by the Committee and presented to the AGM for approval.
6. All subscriptions shall be collected by the Hon. Treasurer, kept and accounted for by him/her. Members and Associate members shall be reminded by circular and all subscriptions should be paid not later than July 31. A Bank Account shall be opened and all money connected with the Band deposited regularly. Other Bank/Building Society Accounts shall be opened where necessary with the approval of the Committee. All Bank/Building Society transactions shall require the signatures of

the Hon. Treasurer and **either** the Chairman **or** the Hon. Secretary. Accounts over £5.00 to be paid by cheque or by such secure electronic banking as approved by the Committee.

7. All accounts shall be examined by the Hon. Treasurer or Hon. Secretary, who shall submit them to the first Committee meeting for approval.
8. Should the Committee find the assets of the Band inadequate to meet its liabilities, an Extraordinary General Meeting shall be called for consideration thereof. Each Member shall be informed of this meeting with not less than ten days clear notice.
9. The Hon. Secretary shall convene all meetings and minute the general progress of the Band as reported at its various meetings.
10. The Hon. Treasurer shall furnish a correct statement of the finances of the Band at the Annual General Meeting, and at such meetings as the Committee may require.
11. The Committee shall appoint two auditors who shall examine the Hon. Treasurer's accounts and certify same, if in order.
12. The Annual General Meeting shall be held not later than September 30 in each year and seven days clear notice must be sent to each Member.
13. Should a vacancy occur in any of the official positions on Committee during the year the vacancy may be filled by co-option.
14. The time, date and place of rehearsals shall be fixed by the Committee and all Members are expected to attend regularly and punctually.
15. Members shall undertake responsibility for the safekeeping of instruments, music or uniform issued to them by the Band and they may be liable for the replacement or repair of lost or damaged equipment.
16. The Committee may accept professional engagements for the Band and all arrangements pertaining to such shall be confirmed in writing and recorded in the minutes.
17. The **Child Protection Policy** of the Britannia Concert Band shall be reviewed by the Committee on an annual basis and all activities of the Band will be carried out in compliance with this Policy.
18. The Band shall strive to adhere to the principles of equal opportunity in its activities. Any Member who feels that he or she has been subjected to unfair or unacceptable treatment by the Band may make representation to the Committee by writing to the Secretary. The Committee shall respond to the complainant in writing after the next meeting of the Committee.

### **Extraordinary General Meeting**

- An Extraordinary General Meeting of the Band may be called at any time at the discretion of the Committee.
- It may also be called upon a requisition signed by at least ten Members of the Band giving the Honorary Secretary twenty-one days' clear notice. Every such requisition shall specify the business for which the meeting is to be convened and no other business shall be transacted at such meeting.
- Ten days' notice of any Extraordinary General Meeting shall be given to each Member.

## **Trustees**

- Trustees, numbering at least two and not more than four persons who are Members or Associate Members of the Band, shall be appointed by the Committee, in consultation with existing Trustees, to advise and act solely for the best interests of the Band.

## **Dissolution of the Britannia Concert Band**

In the event of the Band being wound up, the Trustees shall be informed immediately in writing and they shall supervise the disposal of the Band's assets. The Band shall only be dissolved by resolution passed by a majority of at least five-sixths of the Members present and voting at an Extraordinary General Meeting called for the purpose of considering such dissolution and a copy of the notice for such meeting shall be advertised in the local press. In the event of dissolution any balance of cash remaining in the Band's possession after realisation of assets and payment of debts shall **not** be distributed among the Members of the Band but shall be applied for such charitable purposes similar to those of the Band or be paid, distributed or transferred to such institutions or institution having objects similar to the objects of the Band as the Committee with the consent of the meeting shall determine.

## **Alteration of Rules**

These rules may only be altered or rescinded at the Annual General Meeting or at an Extraordinary General Meeting called for that purpose.