

Midlands Area Regional Brass Band Committee



Draft Constitution

This constitution replaces all previously issued constitutions and is effective until further notice.

To be voted on at the AGM 2nd November 2025.



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- 1) The Committee shall be known as The Midlands Area Regional Brass Band Committee (*"The Committee"*).
- 2) The aims of *The Committee* shall be:
 - a) To organise and present the Midlands Regional Qualifying Championships of the National Brass Band Championships of Great Britain (*"The Midlands Area"*), in accordance with The National Rules of the National Brass Band Championships of Great Britain (*"The National Rules"*).
 - b) To promote and participate in discussion with the organising body of the National Brass Band Championships of Great Britain (currently Kapitol Promotions Ltd), any Regional Committee Member Associations, and other representative bodies of the amateur brass band movement within Great Britain.
- 3) The Officers of *The Committee* shall comprise:
 - a) Chair
 - b) Vice-Chair
 - c) Secretary
 - d) Minute Secretary
 - e) Treasurer
 - f) Trophy Officer

All officers shall be eligible for re-election at an annual General Meeting.
- 4) Trustees

Ownership of any property of *The Committee* shall be vested in three trustees consisting of the Chair, Secretary and Treasurer in office at the relevant time. Such property shall not be disposed of without the consent of a General Meeting called for this purpose.
- 5) The Committee
 - a) *The Committee* shall consist of the above officers together with representatives of the following brass band associations: High Peak, Leicestershire, North East Midlands and West Midlands.
 - b) *The Committee* may extend membership to other brass band associations as appropriate or necessary.
 - c) *The Committee* may co-opt additional members as required to provide skills and knowledge required by *The Committee*, but such co-opted members will not have the right to vote on any matter.
 - d) The number of representatives from each association will be determined pro-rata based on one representative for every ten bands, or part thereof, whose bandroom is within the association's geographical area and who have participated in at least one of the last three Midlands Regional Qualifying Championships.
 - e) *The Committee* shall agree the geographic areas of the various member associations for the purposes determining the number of delegates each association shall be entitled to.



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6) Meetings of *The Committee*

- a) *The Committee* shall meet as and when required or at the request of one-third of the membership of *The Committee*.
- b) Voting at any meeting shall be by a show of hands, and all members of *The Committee* shall be eligible to vote, except those co-opted to *The Committee* (paragraph 5c). The Chair shall have an additional casting vote on all matters if required.
- c) In the absence of the Chair at any meeting, the Vice-Chair shall take the chair and shall have the right of the casting vote as required. If the Chair and Vice-Chair are both absent, the meeting shall elect a Chair just for that meeting.
- d) The Chair or Secretary may also ask members of *The Committee* to vote by email on urgent matters which do not require a formal meeting of *The Committee*.
- e) The quorum at any meeting or voting by email is 50% of the membership of *The Committee* who are entitled to vote.
- f) All members of *The Committee* shall declare any vested interest and refrain from voting on such matters.

7) *The Committee* shall:

- a) Grade all the bands entering *The Midlands Area* as mandated in *The National Rules* and maintain a complete grading register. The Secretary shall send a copy of the appropriate grading table to each band within 7 days after the completion of the appeals process as defined in *The National Rules*.
- b) Maintain such policies and procedures as required by relevant legislation and best practice.

8) Finance

- a) The financial year shall end on 31st August, and the Treasurer will present the accounts duly examined by the auditors at the Annual General Meeting.
- b) All income shall be deposited in a bank account from which all running costs of whatsoever nature will be permitted to be paid.
- c) Such income as may be derived from any source whatsoever must be applied to the objectives of *The Committee* and will include reasonable, receipted out-of-pocket expenses by the members of *The Committee* on its behalf in its day to day running or in pursuance of its objectives.

9) Annual and Extra-ordinary General Meetings

- a) A minimum of 21 days' notice of a General Meeting shall be given to the members of *The Committee*, the associations, and all bands present in the latest Grading Tables.
- b) All General Meetings will be open meetings, to which each band present in the latest Grading Tables shall be invited to send one representative, but the voting rights are restricted to members of *The Committee* as defined in paragraph 5a.
- c) Extra-ordinary General Meetings may be called by *The Committee* or by the written request of two secretaries of the associations. Extra-ordinary General Meetings shall be held within 28 days after the receipt of the request and be limited to discussion of the business for which the Extra-ordinary General Meeting was called.



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- d) The Annual General Meeting shall take place during the month of November.
- e) The quorum at any General Meeting is 50% of the membership of *The Committee* who are entitled to vote. If the quorum for a General Meeting is not achieved, the meeting shall be rescheduled within 21 days and there shall be no quorum.
- f) Notice of items to be placed on the agenda for an Annual General Meeting must be submitted in writing or by email by a member of *The Committee*, the secretary of an association, or the secretary of a band present in the latest Grading Tables at least fourteen days before the date of the meeting.
- g) The existing Chair of *The Committee*, or in their absence, a Vice-Chair shall chair a General Meeting until a new Chair is elected.
- h) The Business of the Annual General Meeting shall consist of:
 - i) The approval of the minutes of the previous year's Annual General Meeting and any subsequent Extra-ordinary General Meetings.
 - ii) Discussing any matters arising from these minutes.
 - iii) Receiving reports from the following Officers: Chair, Secretary, Treasurer and Trophy Officer.
 - iv) The approval of the audited statement of accounts for the previous financial year.
 - v) The election of Officers of *The Committee*.
 - vi) The appointment of two auditors.
 - vii) Discussion of any resolutions or issues submitted according to clause f).

10) Dissolution

- a) The dissolution of *The Committee* may only be agreed by a majority vote at a General Meeting and additionally with the agreement of a majority of the associations.
- b) In the event of a decision to dissolve *The Committee*, the Trustees (section 4) shall become the Trustees for Dissolution.
- c) The Trustees for Dissolution shall as soon as possible dispose of all known assets of *The Committee*, in whatever manner and by whatever means they consider appropriate, provided they act in the best interests of the associations.
- d) After discharging all known liabilities from the proceeds of the assets, any surplus shall be distributed between member associations, the amount being determined pro-rata by the number of bands in each association's geographical area who have participated in at least one of the last three Midlands Regional Qualifying Championships.
- e) The distribution between member associations shall be accompanied by a statement of account prepared by the Trustees for Dissolution, and upon delivery of the statement with a share of the surplus, if any, due to the associations, the duties of the Trustees for Dissolution shall cease.

11) Changes To This Constitution

- a) Any changes to this constitution must be approved by a General Meeting and a minimum of 21 days' notice of the meeting shall be given to the existing officers of *The Committee*, the associations, and all bands present in the latest Grading Tables.