



VERWOOD CONCERT BRASS BAND RULES

1. MEMBER RULES

A. Types of Membership

- 1) **Full Member.** Full Members will be deemed to be Members of the Band aged 16 and above, who have been accepted for Membership in accordance with the prescribed Band Rules.
- 2) **Associate Member.** Associate Members will be deemed to be Members of the Band, who are under the age of 16, who have been accepted for Membership in accordance with the prescribed Band Rules.
- 3) **Life Member.** In recognition of service to the Band, the Committee can recommend Members of the Band to become Life Members. Such appointments will be confirmed or rejected by resolution at the Annual General Meeting by a simple majority of the Members attending the Meeting. Life Members will be subject to the same rules of Membership as all other Members excepting the payment of subscriptions will be waived.

B. Voting Rights

Full Members each have one vote at Band General Meetings provided their subscription is up to date. Life members have one vote.

C. Application

A candidate for Membership must be proposed by the relevant Bandmaster, with agreement from the appropriate Musical Director, to the Committee.

- 1) Each candidate will be given access to a copy of the Band Rules which are expected to be honoured at all times.
- 2) After a satisfactory introductory period the candidate's suitability will be considered by the Band Musical Director before acceptance as either a Full or Associate Band Member. The candidate will be notified of his/her acceptance or rejection as a Full or Associate Band Member of the Band by the Bandmaster. A successful candidate will then be invited to become a Member of the Band by the Bandmaster and upon giving a written undertaking on the appropriate form to accept the Rules, the candidate will then be accepted into the appropriate Membership.
- 3) No individual shall be excluded from Membership of the Band or debarred from any official capacity on the Committee on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political orientation.

D. Membership Obligations & Behaviour

- 1) The Band will adhere at all times to its safeguarding policy.
- 2) Members will be required to comply with the Rules of the Band at all times and will not act in any way detrimental or prejudicial to the interests of the Band. Specifically at any engagement Band Members must conduct themselves in a proper manner befitting the image and good name of the Band.
- 3) Members will pay a subscription which will be determined by the Committee on an annual basis.
- 4) No member of the Band may act as a spokesperson for the Band without the knowledge of the Committee who reserve the right to edit press releases and any other information regarding the Band put out into the public domain.
- 5) Members of the Band are required to attend all rehearsals and engagements arranged by the Committee unless he/she has provided an acceptable reason to the Bandmaster of his/her inability to attend.
- 6) Members are expected to be seated, warmed-up and ready to play by the notified time for all rehearsals and gigs. The Bandmaster should be notified in advance of any anticipated late arrivals or early departures.
- 7) Members should show respect for the conductor at all times and there should be no unnecessary conversation between members whilst he/she is leading the band.
- 8) All members are expected to assist in the setting up and putting away of music stands, seats and other equipment as directed by the Bandmaster.
- 9) Members will sign on the appropriate form for any Band property at the time it is received by him/her. The Member will make good any damage caused by negligence on his/her part to such property while in his/her possession, normal wear and tear excepted.
- 10) Members will return all property belonging to the Band in a serviceable condition, as and when he/she resigns from the Band or at the request of the Committee within a maximum of 14 days.
- 11) Once distributed by the librarian music is the responsibility of the player. Pads should be left in the band hall cupboard if a player knows they are not attending rehearsals. Music should be kept in alphabetical order and in good condition to ensure the smooth running of rehearsals
- 12) Instruments should be carried and stored in the case provided or an agreed alternative (gig bag) and should not be left in vehicles overnight. They should be cleaned and oiled regularly. Care should be taken with valves etc to prevent any dents. Any damage to instruments should be reported to the Equipment Manager or Bandmaster as soon as possible so that appropriate repairs can be arranged. No member will use any instrument or other property belonging to the Band for any other organisation or activity without first obtaining the permission of the Equipment Manager or Bandmaster

- 13) The size and nature of percussion instruments and equipment means that they are susceptible to accidental or careless damage. Therefore, it is important that all percussion equipment is moved, transported and packed away in a safe and careful manner. It is essential that all items are moved using protective covers and cases provided and that the heavier items are moved safely and attentively, whether a member of the percussion section is present or not.
- 14) Uniform should be kept tidy and clean. Black jackets, Town Band waistcoats, TB polo shirts and sweatshirts can all be machine washed (please check washing instructions). A Band green jackets should be dry cleaned only.

E . Subs, Expenses & Payments

- 1) Subs are set each November/ December for the following year and members are advised of the amounts due in the first week in January.
- 2) Subs for VCB and Town Band are to be paid in full by the AGM or by monthly direct debit or by arrangement, in advance, with the Treasurer. There will be a reduction available for concessions if required, i.e. children and students, OAPs. Those who are unemployed or who are on income support will be dealt with on a case by case situation. Life Members are exempt from paying subs.
- 3) Subs for the Training Band are payable each Term.
- 4) Instrument hire will be charged to Training Band members and pre-Training Band members who hire an instrument. This will be payable each term in advance at a rate agreed by the committee.
- 5) If a member starts during the year the fees will be prorated and the appropriate amount will be requested as applicable.
- 6) If a member leaves during the year there will be no refund of subs if the member has paid a lump sum and no refund on any standing orders. It will be your responsibility to cancel any standing orders if you leave.
- 7) Prospective band members are not required to pay subs.
- 8) Payments to players who are requested as deputies will be upon the discretion of the relevant Bandmaster and the Treasurer to cover expenses such as fuel/ accommodation if required. Where possible deputies should be used between the VCB, Town Band and Training Band.
- 9) Where Members of the Band are required to stay away from home overnight to support Band engagements, the cost of overnight accommodation may be subsidised subject to the state of Band finances. The Band may also subsidise the cost of overnight accommodation for one adult accompanying a Band Member under the age of 18 years. All other supporters will be expected to pay full price. Deputising guests will have their hotel room (B&B) paid for by the Band.

F. Termination of Membership

- 1) Any member who does not abide at all times by the Rules may be subject to termination of Membership.

G. Resignation

- 1) Any Member who wishes to resign from the Band will give notice in writing to the Bandmaster, stating when they wish their Membership to end.
- 2) Any Member resigning or ceasing to be a Member will relinquish all claims upon the Band and return any property of the Band that may be in his/her possession at that time.

2. COMMITTEE RULES

A. The Committee will have the power to:

- 1) Reprimand, suspend or expel any Member who infringes any rule or whose conduct or attendance does in their opinion render him/her unfit for Membership of the Band, but a Member will not be suspended or expelled without first being given the opportunity to explain his/her conduct to the Committee, nor unless a majority of two-thirds of the Committee vote for his/her suspension or expulsion.
- 2) Negotiate and accept Band engagements either as a full band, quartet, or such a size as will be musically acceptable. They will be at liberty to apply for the whole or such part of the proceeds as they think proper of such engagements in payment of travelling or other expenses to the Members taking part in such engagements and recompense for the loss of time or otherwise.
- 3) Arrange short-term loan of music or instruments to persons or societies other than Band Members at the discretion of the Librarian, Bandmaster and Musical Director.

3. SUB COMMITTEES

- 1) The committee will, on occasions, form a sub-committee to organise specific social or fund raising events. They may co-opt member(s) of the Band who are not on the management committee to sit on the sub-committee for its duration. They will report to the other committee members on progress and seek approval on key matters such as expenditure.