



**SOUTH WEST BRASS BAND ASSOCIATION**  
**Minutes of Annual General Meeting**  
**Held on Sunday 23<sup>rd</sup> April 2023**  
**7.00pm on Zoom**

**Attendees:**

**For SWBBA:** Ray Kingdon SWBBA Chairman (RK), John Woods, Vice Chairman (JW), Gill Rogers, Secretary (GR – representing Weston Brass), Kevin Gibbons, Treasurer (KG), Keith Edwards (KE – representing Appledore Band), Fran Calver (FC – representing Bodmin Band), Tracey Philips (TP), Gilbert Taylor (GT), Robin Teague (RT), Sue Oldfield, Minute Secretary (SO)

**Band Representatives:** Ivor Bull - Ottery St Mary (IB), Julie – Soundhouse (J), Becky Frisby - Bideford Town (BF), Graham Pollard – Sidmouth (GP), Steve Fryett - Mount Charles & Newquay (SF), Cath Horsley & Jason - St Pinnock (CH & JA), Dawn Toms - South Molton Town (DT), Jeremy - Lanner & District Silver (JE)

**Welcome:**

RK welcomed everyone to the AGM. He apologised that it was necessary to meet on zoom again but actually it does seem the best way to get everyone together. Over the last 12 months the committee have got together for various events when we can.

RK said that sadly we had lost two former and very much valued members of the SWBBA during the last year - Brian Elliot former SWBBA Secretary and Keith Gibbs, the SWBBA treasurer - for many years both had served the brass banding world over many years. They will both be sadly missed.

RK added that Sue Richards, SWBBA President has decided to stand down. He asked attendees to think who it may be appropriate to approach to replace her. Sue took over from her late husband Goff and was a great asset to the Association. We will miss her.

RK requested that the SWBBA sends Sue a letter of thanks from the committee for everything she has done for the Association over the years.

- 1. Apologies for Absence**  
Honiton Band and Crediton Band
- 2. Minutes of the AGM held on 24<sup>th</sup> April 2022**  
All agreed minutes a true record.
- 3. Report for year ending 31<sup>st</sup> December 2022**  
RK asked if everyone had received a copy of the secretary's report as already circulated. RK thanked GR for her report.
- 4. Accounts for year ending 31<sup>st</sup> December 2022**  
Income £8,934 - included money for annual championships and subscriptions

Expenditure £10,739 – relates to the championships and unfortunately the cancellation charges for Exmouth  
Loss of £1,805

Balance sheet shows cash in hand £17,090 with a total of £14,315 if taking off liabilities and payments.

KG said that we need to make sure we have bands committed to our events to at least we break even. Our bank balance has gradually declined over recent years and we need to address this going forward.

KG reported that we have had 35 bands renew their subscriptions this year. GR added that the number has now increased to 40.

KG said he would like to note his thanks to all of the bands that have rejoined us and for their ongoing support.

There were no questions for KG but if anyone does have any queries or questions they are able to contact KG via email or telephone.

IB asked if the winter workshop broke even – JW advised that it did.

GP said that he was aware last year that SWBBA had gauged numbers before decision around the November contest going ahead – need to try to prevent losing money – would it pay to take the same attitude before Exmouth – agree a cut off point that bands need to confirm their intention to enter. If Exmouth this year, ask for commitment before the end of June to indicate they will be attending.

JW said that is our thinking. We very much need to bring deadlines forward or a pledge of commitment from bands. We can't gamble on the numbers.

RT informed the meeting that every event the SWBBA tries to put on follows a protocol identifying what it will likely cost – it is all input in to a spreadsheet to ensure financially viable before we start and then we are able to identify the minimum numbers of entries to enable it to go ahead.

RK added that the Association has spent a lot of time looking at this.

GT said that the reality of the situation was that had we not gone ahead last year, the cancellation fees for the hire of the Riviera Centre in November would have been greater than the actual loss made.

RT added that we have a reduced rate of hire based on the business our event generates but if we have to cancel, the cancellation rates are significantly higher.

IB asked if Exmouth had been booked already for 2023. RK confirmed that no booking has been made for 2023. IB queried if the Association is able to take out insurance to cover event cancellations.

JW said that it had been looked at, but it is too expensive – cancellation policy in place is limited to national events not purely a lack of numbers.

KG confirmed that it had been considered but is cost prohibitive.

**5. Honorariums to Chairman, Secretary and Treasurer**

£910 for previous years.

GP said an increase should be considered – we are facing rising costs in every direction – only fair a small increase should be added. He added he is not sure what that should look like.

JW – suggests member bands allow committee to discuss. Only minimal increase.

TP – only concern is that we incurred a loss last year. When did we last look at these Honorariums?

JW stated they had not been reviewed for a number of years.

IB said that everyone had heard at the start of this meeting the Association is now looking for a president. The SWBBA is very lucky to have three people that are willing to give up their time to ensure the SWBBA continues. We should consider paying more.

RT confirmed that at a recent meeting it was changed to include people running events e.g. workshop in addition to the Chairman, Secretary and Treasurer. SF added that this was recorded in the previous minutes.

IB suggested an increase of 5%. People being committed to running these events are laudable and this is money well spent.

All agreed.

RK said they would discuss further at next executive committee meeting.

IB proposed increase 5%

Seconded by SF.

All voted in favour.

**6. Annual Subscriptions**

RK Member advised the meeting that bands have been paying the same subscription rate for a number of years, certainly not less than 5 years. The committee feel the annual subscription should go up from 1<sup>st</sup> January 2024. Currently the fee is £60 and the Association proposes to raise it to £75.

JA asked if this would help recover the losses already made. JW responded that it will generate more income to try to prevent the continuing decline in our finances.

CH proposed an increase of subscription fee from £60 to £75 with effect from 1<sup>st</sup> January 2024.

Seconded by GP.

All voted in favour.

**7. Election of Officers and Executive Committee**

President - *vacant*

Chairman - Ray Kingdon

Vice Chairman - John Woods

Secretary - Gill Rogers

Treasurer –Kevin Gibbons

Trophy Officer - *vacant*  
Minutes Secretary –Sue Oldfield  
Executive Committee – Keith Edwards, Tracey Phillips, Gilbert Taylor, Robin Teague

RK thanked FC for all her hard work in maintaining the trophies over many years. Diane Williams, CBBA Secretary has volunteered to take on the trophy officer role.

IB suggested voting in 'en block'.

JE suggested Leonard Adams for the role of President of the Association. RT asked if JE would like to approach Leonard himself or for the Association to do it.

JE said that he is happy for the Association to approach Leonard to ask.

RK asked if anyone had any other nominations.

RT asked if SWBBA has the power to appoint post the AGM. JW said in an ideal world we would already have the nominations and be able to vote now. We should probably leave it for 14 days to see if any other names come forward and ask member bands to come forward with any suggestions.

IB proposed voting in all of the team.  
Seconded by CH & JA.  
All voted in favour.

FC informed the meeting that when she had made GR aware that she would be standing down, she had indicated that her Child Protection badge is valid until January 2024. Her Safeguarding Officer/Child Protection support will be available until such time as SWBBA can get someone trained up. Will need someone to take that on to apply for BOPA's for any future events.

JW indicated that he has already completed the training so it should be covered.

#### **8. Council of West of England Brass Band Associations**

To approve the recommendation of the Executive Committee:  
Delegates to The Council – Ray Kingdon, John Woods and Gilbert Taylor  
Substitute Delegate to The Council – any member of the Executive Committee

RK asked for a proposer for the existing delegates to continue.  
GP proposed.  
Seconded by JA.  
All voted in favour.

JW said that it is a privilege to be the chair of WEBBA and work with our colleagues across the other 3 associations. JW thanked fellow delegates RK, GT for the work they do for WEBBA along with SO.

The WEBBA team were pleased to be back in Torquay, there was a strong entry and attendance was pretty good. There were some challenges with changes at the RIC, overall feedback received has been very positive and it was a good and successful weekend. Congratulations and best wishes to all of the bands that will be representing the West of England at the Finals.

JW added that a number of the other regions had a bumpy ride. Although we ourselves had a number of incidents, after consideration we made a decision not penalise. However we have seen a sea of change and there has been a shift in public behaviour.

Some of the contest secretaries are not getting all of the important messages to their players – this was evident at the draw. The instructions provided are key as required legally to run the event.

JW would like to thank everyone for their support – it is challenging financially for WEBBA too.

TP asked if there will there be 2 venues again next year or is it too early to tell. JW responded that it is very likely two venues will be required - until the number of bands entering is known it is not possible to clarify.

TP asked if Kapitol will be looking at the numbers of bands in each section at the finals as not equitable across the country. JW advised that SO will be invited to a Kapitol Forum – no date or any indication that this will be looked at.

RK thanked JW for his update.

**9. Arthur Bedwell Memorial Trust**

To approve the recommendation of the Executive Committee:  
The Elected Trustees – Ray Kingdon, Gilbert Taylor, Gill Rogers, Kevin Gibbons

CH proposed to re-elect existing Trustees.  
Seconded by BF.  
All voted in favour.

**10. SWBBA Events/Contests – Results of recent survey, followed by a discussion on what events will be planned.**

GR said she was pleasantly surprised that out of the 40 member bands who were sent the survey, we received 39 responses.

GR shared results of survey which indicated overall we should get support, but the results had left a few things a little bit up in the air.

JW said that what it indicates to him is that it looks as if we would have support at Annual Championships, probably go down the route of Own Choice, we want to find out about the 2023 Championships as we will need to secure the venue. We will need to bring forward the confirmation of entering and payment of fee.

RT added that we wanted bands to agree to pay a fee before or deposit.

GP suggested the Association should say that the deposit is 50% and is non-refundable. GT agreed. JW also agreed it has to be non-refundable. GP added that it is only fair and proper. We don't want the association to lose money at all. If the association loses money it is detrimental to everyone.

TP we could look at grants and sponsorship for events we run although these are few and far between but if anyone has any ideas then please do share them.

Events planned so far:

Cornet workshop – 25<sup>th</sup> November at Sidmouth Town Band's band room

Hopefully will also put on the November Championships.

RK said that the association would probably not be doing Exmouth.

JW added that we are nervous of the timing of Exmouth and venue possibly – not for this year. Will explore options for 2024. Would it be better to consider something end of March through to the beginning of June.

SF said that most things the Association puts on tends to be around the winter months – annual championships – winter workshop –if we were to aim for April May time could work well.

GR commented that we used to have the Weston super Mare contest in May and that it could not continue due to the changes with the venue.

SF added that he had already been preparing his band for Exmouth this year. He is disappointed that it will not be going ahead. Newquay is a non-contesting band and they have always had a good day out at the Exmouth Festival and enjoyed the music inside and outside. Hopefully next year it can re-appear.

Winter Workshop. KE advised the meeting that the workshop had made a small profit.

Arrangements at the school at not been straightforward and we may not be able to run future events in the same way as previously.

He has already made contact with West Buckland School and it is looking likely mid-February 2024. He is in the process of contacting a band to provide tutors. It is looking good so should be able to go ahead.

JW said that the Association may be able to apply for grants/art funding. If member bands want advice regarding the open funds scheme JW happy to help. Lots of work to do. Normally around events as contests are precluded from it.

## **11. Any Other Business**

FC advised the meeting that she still has the SWBBA score library and is very happy to continue doing it as no travelling around necessary. Anyone else is welcome to take it on but they will need to take on a big filing cabinet which is full of scores.

JA asked the Association to consider if there is any option in coming further into the West of the area to run events as Torquay for some bands is bit of a hike.

GT suggested we approach non member bands to ask them to join. We did used to have 60 bands. The extra money would help the association.

JW asked that if we have knowledge of any bands that are near but not members, please encourage them to join up again. We would like to boost up the numbers as to how they were a few years ago.

RT is there any way of finding out any bands in the local area, registered or non-registered.

GR said she believes there may be a website you can find out the information.

GR has an old list so will go back to it and look at those that have not joined.

No further business. Therefore RK thanked everyone for attending and wished everyone all the best for the coming year.

20:00 Meeting ended.

Ray Kingdon  
Chairman  
SWBBA