



AoBBA

the association of
brass band adjudicators

MINUTES of the:

Executive Committee Meeting – Wednesday 6th March 2024 – 5.30pm – via Zoom

1. The Chair opened the meeting at 5.36pm.
2. Apologies of absence – SW.
3. No relevant conflicts of interest were declared.
4. The minutes of the meeting of October 2023 were agreed to be a true record and there were no matters arising.
5. Reports

All officer reports were received, with thanks. There was a brief update to the financial report as more membership subscriptions had been received since the report was written.

It was agreed that a fee of £175 would be offered, per session, to those leading CPD. It was further agreed that Matt Wade will be offered the same, in recognition for his work at the AGM – and ongoing work to prepare the videos recorded on the day to be suitable for uploading to the website.

CB updated his report with acknowledgement that video interviews with members had not taken place recently but that he intends this to recommence soon.

Action Points –

A - NG to email MW to offer the fee as above, copying in CK to arrange.

B – CB to issue next adjudicator video by 1st April 2024.

6. AGM

6.1 - NG reported that overall, the AGM 2024 had been a success. The model for hybrid meetings was deemed to be extremely positive and future AGM live-streaming will be explored. However, the cost of hiring the venue was prohibitive for future AGM's. See 6.3 re possible solutions.

6.2 – In accordance with the updated constitution, Summer CPD is to be offered to all members. [REDACTED] will be asked to present. Another member had offered to present CPD at this session. NG will facilitate an introduction to SB who will lead this. Other CPD topics will be considered, and details finalised, at the Exec mtg in May.

6.3 – There was general agreement that an afternoon session at the AGM 2025 will be offered to the public on the test pieces in the lower sections. Implications, venues and costs were discussed.

Action Points –

A – BB to approach [REDACTED] on delivering CPD in the summer.

B – NG to co-ordinate between the member who offered CPD ([REDACTED]) and SB for her to lead in the summer on disability/SEND and how it may effect an adjudicators work.

C – Details of date, speakers, etc to be finalised at the May Exec mtg.

7. MH was unanimously elected to Vice-Chair, alongside his current role of Trainee Adjudicator Programme Leader (TAPL).

Action Point – CB to issue press release to this effect.

8. Merchandise – DA reported he was happy to take orders for AoBBA merchandise (branded clothing) directly from members, for which he was thanked.

Action Point - MH and DA to create letter explaining details of how to order and costs involved. NG will then circulate this to the membership.

9. MH reported that following a request from a member regarding a chat function on the website, costs were prohibitive. It was further agreed that a re-ordering of members names by surname was unnecessary. It was agreed that a search function would be added to the website.

Action Points –

A – NG to write to the members who had asked for website developments with updates.

B – MH to liaise with DP (website host) to add search function to the website.

10. BB advised the Exec that he had been invited to attend a meeting of the LBF and will continue to represent AoBBA at these meetings. NG reported that [REDACTED] was present at the last BBE meeting we were invited to [REDACTED]. BBE have asked for a mtg with BB/NG, though an agenda had not yet been shared. It was agreed that AoBBA's continuing representation on these groups was important. NG reminded the Exec that AoBBA and Kapitool have regular contact with each other but especially an Annual Review after the completion of all Regional Contests.

Action Points –

A – BB to continue to attend LBF mtgs and report to the Exec.

B – NG to facilitate the mtg as requested by BBE. BB/NG to attend and report back.

C – NG to facilitate the standing annual mtg with Kapitool. BB/NG to attend and report back.

11. MH shared ideas for future development of the Trainee Programme. He proposed the idea of an Associate Membership which would be designed to offer future trainee applicants the opportunity for adjudication, if none had previously been had, to increase the strength of

application when completed. A discussion around non-members who are beginning to receive work as adjudicators was held and it was agreed that suitable potential members would be invited to apply. It was agreed that an ad for applications would be distributed, without specific wording of potential recruits.

Action Points –

A – CB to issue press release stating applications for the trainee programme are now invited, without specific wording as discussed.

B – All Exec members to advise MH of potential recruits, ensuring quality of the membership would remain high.

C – MH liaise with BB when action point B is complete as to a short-list and reaching out to those identified.

12. SM's application for full membership was approved. There was discussion regarding the importance of certain elements of the induction programme that MH delivers to all new

[REDACTED]
[REDACTED] is the official adjudicator.

JC's application for full membership was rejected but it was agreed he should be offered a place on the trainee scheme.

Action Points –

A – NG to write to both, as per standard procedure following an application. NG will advise the Exec on JC's decision to accept or not.

B – MH to [REDACTED].

C – CK to arrange SO with SM following NG's letter as per standard procedure.

D – NG to write to TT offering him a place on the Trainee Scheme.

E – BB to reach out to [REDACTED]

F - BB to ask GC about his possible interest in joining, highlighting the AGM is now hybrid.

13. NG proposed a creation of a forum for discussion for contest secretaries and AoBBA. SB pointed out no such forum currently exists and that she was in favour of filling the missing link with such a forum. General agreement on the proposal was reached. A working party of the Exec is to be led by MH, and volunteers from within the Exec offered support.

Action Points –

A – MH, SB, NG, CB & SL to form the working party. MH to arrange a meeting to pinpoint the purposes of such a forum.

B – When action point A has been achieved, MH and CB to work together to create an impactful Press Release.

C – MH to report back at the next Exec mtg on progress.

14. DA thanked the Exec for providing clarity and decisive plans during the meeting to ensure transparency is maintained and improved with the general public. It was agreed that this must continue, to further improve AoBBA's public reputation.

15. BB proposed an increase to membership fees. It was agreed that the current rate had remained static for too long. BB will propose a rise of £10 for 2026/7 and 2027/8 at the AGM of Jan 2025 for ratification by members. Therefore, membership fees, if approved, will be £30 2025, £40 2026 and £50 2027. It was agreed that providing proof of justification was needed when the proposal is made.

Action Points –

A – NG to add the proposal to the Agenda for the AGM 2025.

B – BB to lead the proposal, justification and discussion at the AGM.

16. NG presented a complaint from a band regarding comment writing in general, and the remarks not matching the place in the order of merit. It was agreed that the remarks were sub-standard. The member in question () is .

Action Points –

A – NG to email [REDACTED]
[REDACTED]
[REDACTED]

B – NG to write to [REDACTED]
[REDACTED]

C – [REDACTED]

17. The date of the next Executive Committee Meeting will be Wednesday 22nd May at 5.30pm via Zoom.

18. SL asked for clarification regarding the reports of an adjudicator leaving the 'box' during a contest (not a planned comfort break). NG advised he had been in contact with the regional Committee concerned and that whilst emergency procedure had been followed, it was agreed to write to the membership to remind all of agreed procedure, highlighting the requirement not to leave the 'box', even after the SOS whistle had been blown, until told that it was 'safe' to do so by the steward.

The Exec committee asked NG to also remind the membership that engagement with complaints about their work on social media is not good practise.

Clear explanation that both of these points are for the benefit of the membership was requested.

Action Point –

NG to write to the membership as above.

BB thanked everyone for their attendance and work and closed the meeting at 7.10pm.