

Royal British Legion

Falkland Islands Branch

Committee Meeting Minutes. 29th September 2014.

Present: Liam Shelbourne (Chairman)
Pam Budd (Vice Chairman)
Keith Biles (Secretary)
Annie Bailey (Treasurer)
Dave Lewis (Poppy Appeal Co-Ordinator)
Pam Lewis (Welfare)
Bob French (Media)

Apologies for Absence: John & Sarah Maskell-Bott;
Air Cdre. Russell La Forte (CBFSAI), Rev. Kathy Biles/

1. The Minutes of the meeting of 5th September 2014 were reviewed and certified as being correct .
2. Matters arising from the last meeting minutes:
 - Morrison (Falklands) Ltd. will be installing their donated bench at the Cross of Sacrifice within the very near future, and the other bench, provided by Ken Humphrey, is in the process of being sourced. The thanks of the Branch to the two sponsoring companies are formally recorded, together with thanks to Phoenix Solutions for providing the plans and their assistance in this project.
 - Tina McCulloch has thanked the Branch for the arrangements made to scatter the ashes of her husband, and for the various media recordings of the ceremony.
3. Chairman's report:
 - The Chairman advised that there will be an "Open Day" at MPA on Saturday 1st November. All funds raised will be split between a Cancer Support charity and the Royal British Legion. Whilst the Branch will be supplying various promotional materials for a Poppy Appeal stand, this will be staffed by MPA personnel.
 - The Family Evening held on 12th September was deemed to be a great success with some 42 attendees including children. Thanks are due to Wendy Shelbourne, Mark Brook, Robert French and Dennis Budd for their assistance in staffing the bar.
 - The next Family Evening will be on Friday 10th October starting at 6.00 pm. The Chairman stated that he would be unable to attend and Dave Lewis and Pam Budd offered to manage the supply of food. After some discussion it was decided to approach the kitchen staff at Hillside Camp to see if they can provide a simple meal of sausages, chips and beans to be served between 6.00 and 6.30 pm. The Chairman will progress this. If this proves to be impossible, then there will be a reversion to obtaining

food from Shorty's Diner, but supply will be limited to between 6.00 and 6.30. The Secretary will ensure that adverts are placed with Penguin News and FIRS to publicise this event.

- An information pack on the AGM will be available via the web site. This pack will include the Convening Notice, Nomination Paper, Branch Accounts for the year, and an Agenda. The Chairman will be responsible for this. It has been confirmed that the Branch President will be attending the AGM. The meeting will be followed by a social evening and the committee agreed that the cost of supplying sandwiches would be borne by Branch funds.
- The Chairman has been invited to the birthday celebrations by the Royal Marine Association, which will be held at MPA.
- Branch shields are to be ordered. The possibility of having an embroidered gift has been explored, but they are not available from the local suppliers, and it was thought that supply from UK would be prohibitively expensive.

4. Secretary's report:

- The Secretary reported that two application forms for membership had been received and that these were being processed.
- Details of the AGM arrangements were discussed, and two matters for AOB were thought appropriate to be raised:
 - a) The committee recommends that all Branch members, irrespective of age, would be required to pay the Legion Affiliation fee (currently £15). If any member requires assistance with this payment, it will be considered by the Welfare committee on a case by case basis.
 - b) Should the Branch current account be reduced by a donation to the Poppy Appeal.
- New Membership Cards have been received and will be distributed in due course.

5. Treasurer's report:

- Branch accounts are due to be signed off by the Reviewer the following day, and the final accounts were circulated to the committee for review and comment.
- The necessary Head Office accounting returns were signed as appropriate, and will be submitted by the Treasurer by e-mail before the deadline.

6. Any Other Business:

- The Poppy order is due to arrive at MPA next week
- The arrangements for the organization of the Poppy Ball on 7th November were reviewed, and all seems to be in hand. The Community Choir have

declined to take part, but there should be sufficient entertainment provided by, amongst others, the visiting Military band. Tickets will be held at £35 each, although this price may require review once final costings are received, and numbers will be limited to 130. It was thought more efficient for a buffet meal to be provided.

7. The next meeting of the Committee will be at 7.00 pm on Monday 3rd November, or on such other day as the new Committee may decide.

Keith Biles.
Secretary.