



ROYAL BRITISH LEGION

Patron H.M the Queen

Registered Charity Number 219279

Amesbury Branch (BR2562)

MINUTES OF AMESBURY ROYAL BRITISH LEGION BRANCH MEETING

Wednesday 27th April 2011

1. PRESENT

County Chairman	Mr. M Swabey	(MS)
Chairman	Mr. N de Foubert	(NdF)
Secretary	Mr. RG Gamble	(BG)
Treasurer	Mr. G Southwell	(GS)
Branch Fundraising Coordinator	Mr. T Pryor-Jones	(TPJ)
Assistant Membership Secretary	Mr. R Hughes	(RH)
Welfare Officer	Mr. J Swindlehurst	(JOS)
Assistant Welfare Officer	Mr. C Burden	(CB)
Area Poppy Organizer	Ms. P Gamble	(PG)
Branch Member	Mr. J Neet	(JN)
Branch Member	Mr. AW Kingaby	(AK)
Branch Member	Mr. J Kennan	(JK)
Branch Member	Mr. M Pattenden	(MP)
Branch Member	Mr. B Whitehead	(BW)

2. Apologies

President	Brig AJM Durcan	(AD)
Standard Bearer	Mr. PR Smith	(PS)
Area Poppy treasurer	Mrs. M Hughes	(MH)
Deputy Area Poppy Organizer	Mrs. J Swindlehurst	(JaS)
Branch Member	Ms L Gamble	(LG)
Branch Member	Mr. N Estlick	(NE)
Branch Member	Mr. I Hurrell	(IH)
Branch Member	Mr. M Kingaby	(AK)
Branch Member	Mr. M Browning	(MB)
Branch Member	Mrs. J Jackson	(JJ)

4. Exhortation

The Exhortation was said by the Chairman and a respectful silence was observed.

5. Meeting Opened

ITEM	SUBJECT	ACTION / REMARKS
1	Meeting Opened The Chairman opened the meeting at 19.35hrs by welcoming all existing & two new members.	

6. Minutes of Previous Meeting

ITEM	SUBJECT	ACTION / REMARKS
2	Minutes Approved The Minutes of the branch meeting held on Wednesday 23 rd February were unanimously approved by the Branch Members & signed by the Chairman.	

7. Matters Arising

ITEM	SUBJECT	ACTION / REMARKS
3	Artifacts - Storage No Progress has been made since the last meeting, Chairman & Secretary to look at how best to progress	Chairman & Secretary
4	Change in Membership Secretary role Secretary confirmed that a full handover to the Treasurer had taken place.	
5	Job Descriptions/Bylaws The "Draft" version of the "Amesbury Branch Bye-laws" is to be updated to include the addition of Membership Secretary duties in the Treasurer's job description.	Secretary
6	Governance The Secretary advised that progress was being made with the creation of a branch "Web Site" & it was expected this would be complete in time for the next meeting.	
7	Amesbury 2012 The Fund Raising Coordinator advised that he had attended the "Town Council" meeting & the "Town Council" would issue a list of events.	
8	90th Anniversary of RBL –BBQ The Chairman proposed that the branch would hold a BBQ on a Saturday to be agreed in July, this will be for Branch Members & families. The suggested venue was the "Mellor Hall, the Secretary is to check availability & the Chairman to arrange for the function's catering..	Chairman & Secretary
9	Permanent location The Chairman confirmed that at this time there were no plans to change the George Hotel as the location for branch meetings.	
10	Recruiting Strategy The Chairman confirmed there were now posters around the town including the Community Shop, but that new points of contact were required to recruit younger members. Mr. B Whitehead confirmed he would approach the RSM of 14 th Field Regiment RA with the aim of bringing the RBL to the attention of serving members at Larkhill.	Mr. B Whitehead
11	SOP's Poppy /Parade/Church Service The Chairman advised he would confirm timings with the Vicar.	Chairman

ITEM	SUBJECT	ACTION / REMARKS
12	<p>Poppy Stores The Secretary confirmed that the poppy stores had now been moved to "The George Hotel's" garage & can stay there until required in November.</p>	
13	<p>AGM - signing of minutes The Minutes of the AGM held on Wednesday 29th December were proposed to be correct by Pam Gamble & seconded by Chris Burden, a vote was taken & the Branch Members unanimously approved.</p> <p>The minutes were then signed by the Chairman.</p>	
14	<p>Letter to Membership The Chairman confirmed that he had drafted a letter reminding the branch members that there were regular meetings & their help would be appreciated.</p>	

8. Treasurer's Report

ITEM	SUBJECT	ACTION / REMARKS
15	<p>Account Balances / Transactions Confirmed £198 membership fees were debited in March. Other expenditure £203.28. Balance on current account £1,931.87. Balance on Deposit £95,396.77 (London)</p>	
16	<p>Storage Still being paid for.</p>	

9. Welfare Committee Report

ITEM	SUBJECT	ACTION / REMARKS
17	<p>The Welfare Officer confirmed he had visited Camelot Nursing Home on the 14th April.</p> <p>Personnel visited were as follows:</p> <ul style="list-style-type: none"> • George Woolnough MC • David Parker • Ronald Hillier • Colin Chadderton RN - a new resident <p>The Welfare Officer spent two hours on site; they seemed to be happy and were very communicative.</p> <p>All the members looked happy and well cared for.</p> <p>There is still one outstanding visit to a member who lives in the Abbey Mews. It I intended to visit him in the near future.</p> <p>Mr Chadderton asked if he could get a mobile phone to contact his wife in Salisbury, as she is in a different nursing home.</p> <p>The request for a mobile phone was discussed at the meeting and it was agreed Tony Pryor-Jones would speak to the manager of the home and request he contacts Mr. Chatterton's son to request a mobile phone for his father.</p>	<p>Mr. T Pryor-Jones</p>

10. Poppy Collection Report

ITEM	SUBJECT	ACTION / REMARKS
18	<p>Planning</p> <p>It was confirmed that this year's campaign was still in the planning phase & that Archers Gate, Solstice Park, the new Lidl's & Tesco's had been identified as "Prime Target's", last year the branch had a stall in the Centre of town for just one day preceding Remembrance Sunday, this year it was hoped that the Branch would have a stall for the three preceding weekends.</p>	

11. Any Other Business

ITEM	SUBJECT	ACTION / REMARKS
19	<p>Treasurer Training</p> <p>The Treasurer advised he had been approached by "County" and advised that the RBL was short of "Accountants", the County Chairman who was in attendance then advised that training courses were being offered on the following dates:-</p> <p>9-10th June – York 6-7 September - London</p> <p>Any member wishing to be considered for "Accountancy Training" should contact the branch Treasurer.</p>	Members

12. Date of Next Meeting

The next "Branch" meeting will take place on, 29th June at 1930hrs in The George Hotel.

The next "Executive" Committee Meeting will take place at 1900hrs on the 8th June at Church Cottage.

13. County Award – Lt Col Tony Kingaby

ITEM	SUBJECT	ACTION / REMARKS
20	<p>The Branch Chairman formally welcomed & introduced the County Chairman, the County Chairman than thanked all present for inviting him to the meeting & informed the branch members that the award being presented to Lt Col Tony Kingaby had been unanimously approved by the County Executive, the award was for all of the work performed keeping the branch alive over the years, the award was presented & Lt Col Tony Kingaby thanked all present.</p>	

14. County Chairman's briefing

ITEM	SUBJECT	ACTION / REMARKS
21	The County Chairman provided a brief overview of what was happening at County level, this included:- <ul style="list-style-type: none">• 90th Anniversary of RBL• County Party – 12th June (Wooton Bassett)• Salisbury Races – 22nd June (Wear RBL Badge for free entry)• County Poppy Ball – 1st October in Chippenham	
22	Questions from the floor The County Chairman then took questions from the branch.	

There being no other business the Chairman closed the meeting at **21:25hrs.**

CHAIRMAN:- "Is it your wish that these Minutes are recorded as being correct?"

Approved / Not Approved

Signature:-.....

Name:-.....

Date:-