Royal British Legion

Falkland Islands Branch

Committee Meeting Minutes.

30th October 2011.

Present: Neil Russell (Chairman)
Sarah Maskell-Bott (Vice-Chairman)
Keith Biles (Secretary)
Liam Shelbourne (Treasurer)
John Clifford

In attendance: John Maskell-Bott

Apologies for Absence: Marvin Clark

1. The procedures adopted for the AGM were discussed, and although not strictly in accordance with the requirements of the RBL suggested By-Laws for Overseas Branches, in view of past custom and practice, and with regard to present circumstances, it was decided to proceed for this year, and to regularize for next year's AGM.

2. A similar decision was taken with regard to the voting for the Officers at the AGM. The current committee is to be regarded as legitimate for all purposes for this coming year.

3. The composition of the committee is to be checked by reference to the Branch By-laws next week, and in need, the current situation will be checked with HQ.

   Action: Sec to check the existing By-laws and contact HQ if required.

4. Form MS1 was signed by all present. An additional form MS1 can be submitted to reflect any subsequent changes.

   Action: Sec to submit the completed MS1 to HQ.

5. The question of whether we are required to specifically have a "Welfare Officer" and with what qualifications, will be pursued with HQ.

   Action: Sec to check with HQ.

6. After reference to the Branch By-laws regarding "Committee Members", consideration will be given to either putting a candidate to the Members, or if allowed, to co-opt a further member by the committee.

7. Authority was given to the Treasurer to commit the Branch to expenditure as follows:

   Up to and including £50 in a single transaction: on his sole authority
   Up to and including £150 in a single transaction: on the authority of any two committee members.

Items of expenditure over £150 must be authorized by the committee.

These authority limits do not change the Bank mandate which will still require signatures from any two of: the Chairman; the Vice-Chairman; the Treasurer; or the Secretary. (It is expected that under normal circumstances any withdrawals from the bank account will be initiated by and authorized by the Treasurer prior to presentation to another signatory).

Action: Treasurer to obtain the necessary forms from the Bank to establish the new mandate.

8. It was confirmed that the annual accounts for the year ended 2010 were adopted at the AGM by giving members the opportunity to question and to reject them. No objections or questions were raised at all.

9. After discussion, on a motion proposed by Keith Biles and seconded by Liam Shelbourne it was carried that Nigel Hayward (H.E the Governor) would be approached to be Branch President. The position of Vice-President will be considered at a future committee meeting.

Action: Chairman to write to Governor.

10. With affect from current renewals, membership fees will be increased to £17 per annum, to cover the increased HQ affiliation fees and to provide some cover for the increased branch admin. costs.

Action: Member Sec to administer.

11. In future, committee meetings will be held at 7pm, immediately prior to the general meetings of the Branch on the first Monday of the month.

12. The next committee meeting will be at 7pm prior to the Branch meeting on 7th November 2011.

Keith Biles.
Secretary.