Royal British Legion
Falkland Islands Branch

Committee Meeting Minutes
5th August 2013

Present: Liam Shelbourne (Chairman)
Neil Russell (Vice Chairman)
Dave Morris (Treasurer)
Dave Lewis
Pam Lewis

Apologies for Absence: Keith and Kathy Biles, Richard Hines, Bob French, John and Sarah Maskell-Bott.

1. Minutes of previous meeting:

The minutes of the committee meeting of 1st July 2013 were confirmed as correct.

2. Matters arising:

- The A5 sheet outlining the work of the RBL to head up the box for the Green Token Scheme has been completed.

- The Secretary has requested that the Vice-Chairman liaise with Richard Cockwell re the painting during his absence.

  The Committee have decided to leave Richard to choose the theme of the painting as it is a gift to the RBL for auction during November.

  Action: Vice-Chairman to liaise with Richard Cockwell.

- The amendment to the Commander BFSAI Alcohol Directive covering the operation of the RBL bar is in process of being issued formally.

  Action: Chairman to chase up and once the Directive is issued to write to Chief of Staff thanking him for his assistance.

- Vice-Chairman has sourced a bench with a plaque that can be engraved and advised that if ordered during August would be able to have twelve letters engraved free of charge i.e. 'Lest We Forget'.

  Action: Chairman to contact the Planning Department to enquire as to the delay in receiving permission.

3. Chairman's Report:

The Committee were advised that flowers were sent to Sarah Maskell-Bott in the UK wishing her well from all the members of the RBL FI Branch.

4. Vice-Chairman's Report:

Golf Tournament – Remembrance Saturday

- The Club Captain has confirmed that the RBL can host a tournament and that part of the Green Fees will be donated to the RBL.

- Winners' medals are being sought via the UK.

- It is intended that this event is held on an annual basis. The Committee agreed to source a shield to be passed on every year. The shield to be approximately A4 in size headed with 'RBL Golf Shield' with 'Falkland Islands' as the footer.

  Actions: Dave Morris to make enquiries with the Pod Gift Shop. Dave Lewis to research through the internet.

  The Committee to discuss on production of costs of a shield to consider approaching a sponsor.

5. Treasurer's Report:

The Treasurer updated the Committee on the current financial situation.

Discussion of when the accounts are required to be finalised took place.

Action: Treasurer to contact the appropriate person in UK (Kayleigh) to discuss.

6. Secretary's Report:

(Reported by the Chairman on behalf of the Branch Secretary)

Festival of Remembrance

The RBL FI Branch has been advised that they can provide a Standard Bearer if they wish.

Tickets are available if any member wishes to attend – available from the Chairman.

Annual Conference 2013 - Llandudno

The minutes are available from the Chairman.

7. Any Other Business

Poppy Ball (Draft) Timetable:

7.30/8 pm	Arrival of guests	(light background music).
8pm – 10pm	Dinner	(The Military Band has offered to provide appropriate music including a post-horn Chase).
10pm – 11pm	Entertainment provided by FIODA.	
11pm – 12.30am	Disco or dance music provided by Military band.	
12.30am – 1am	Four piece Military band to provide music or disco continues if band unavailable.	

ACTIONS: Dave Lewis to liaise with FIODA.
Dave Lewis to liaise with Malvina re hot buffet dinner.
Chairman to make enquiries re the four piece Military band.
Price of tickets to be discussed at next meeting.
Auction to be discussed fully at next meeting.

Absence of Secretary during next meeting

Branch Treasurer will deal with matters on behalf of the Secretary at the next meeting.

Cathedral Concert in December

The Band of the Royal Marines School of Music has been made available for 7th December 2013 for a concert, Committee Members were sought to organise the event.

The Chairman advised that he is most likely to be on overseas leave on the relevant date of the concert however will confirm at the next meeting.

The Vice-Chairman has also confirmed that he will be unavailable to organise this years concert.

ACTION: A person to organise the event will be sought at the next meeting.

8. Next Meeting:

The next meeting of the Branch Committee will take place on Monday 2nd September 2013 at the Pinn Inn at 7pm.