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THE ROYAL

BRITISH LEGION

WOMEN’S SECTION



VIRTUAL AGM

WOMEN’S SECTION CONFERENCE

10:00AM – 11:00PM MICROSOFT TEAMS

22nd JANUARY 2022

**The Royal British Legion Women’s Section**

**President**

****

HRH The Princess Royal

**Order of Procedure**

10:00am

**1.**  National Chairman Open’s the Meeting

**2.** Exhortation and Silent Tribute

**3.** Service Rev’d Peter Hills (including the Women’s Section Collect on page 3)

**4.** Vote of thanks to Rev’d Peter and Opening Remarks

**5.** Chairman’s opening remarks

**6.**  Minutes of Conference 2021 (Already circulated)

**7.** Minutes adopted Proposed Seconded

**8.** Matters Arising from Minutes (Previously Received)

**9.** Financial Report given by Women’s Section National Treasurer (already circulated)

**10**. Results of Central Committee Elections

**11.** Confirmation National Life and Vice Presidents

**12.** Welfare Report by Mr Edd Robinson

**13.** Address given by the Royal British Legion National Chairman Mrs Una Cleminson

**14.** Results of online voting on Motions

**15.** Membership Council update by Women's Section representative Emma Cox

**16.** Women’s Section Centenary Thanksgiving to be held at the National Arboretum Mrs M Cook Conference Chairman.

**17.** National Parade Marshal Laura Hayworth

**18.** Anny Reid RBL Conference Chairman

**19**. Vote of thanks – Conference Chairman

**20.** National Anthem

**21.** Close of Meeting

11:00am

**The Collect of the RBL Women’s Section**

God of love and mercy,

You bid us love our neighbour and care for your little ones

Give to the members of the Royal British Legion Women’s Section

Grace to fulfil our calling,

To give care and support to the Serving and ex-Service community,

That we may show in our lives

The lasting beauty of a gentle and quiet spirit

Which is precious in your sight,

Though our loving shepherd Jesus Christ. Amen

**Standing orders for the business and conduct of the Annual Meeting**

1. **Definitions** – For the purpose of these Standing Orders, the following definitions shall apply.

* “Motion(s)” and “Motion(s) of Urgency” shall be Motions raising matters of general policy and if passed by Conference they shall become “Resolutions” of Conference
* “Charter Motion(s)” shall be motions proposing amendments to the Royal Charter and Schedule of Rules and if passed by Conference they shall become “Special Resolutions” of Conference within the meaning of the Royal Charter and Schedule of Rules
* “The closing date” for the receipt of material for the Conference Agenda is laid down in the Schedule of Rules to the Royal Charter. (13 weeks prior to Annual Conference).
* “Absolute majority” means the successful nominee must have received more than 50% of the total votes cast, and a series of ballots may be necessary with lower scoring nominations successively eliminated.
* “Simple Majority” means the successful nominee will have received the highest number(s) of votes cast i.e. “First past the post”.
* A “non-territorial Branch” as referred to herein is one which is not subject to the control of a County/District Committee.

2. **Scope of Standing Orders** – These Standing Orders are supplementary to the provisions of the Royal Charter and Schedule of Rules.

3. **Continuation of validity** – These Standing Orders shall continue from year to year but may be amended by the Central Committee on the recommendation of the Conference Committee

4. **Interpretation of Standing Orders** - The decision of the Women’s Section Chairman shall be final upon any point as to the interpretation to be placed upon any Standing Order and upon the point whether a motion has been carried or rejected.

5. **Conference Committee** – The Conference Committee shall be bound by the relevant provisions of the Royal Charter and Schedule of Rules, its Terms of Reference and these Standing Orders.

6. **Women’s Section Officers**– A Branch General Meeting may nominate to the Membership Support Officer a candidate for each of the offices of Chairman and Vice Chairman.

7. **Charter Motions** –

* Only Charter Motions which have been passed by a two-thirds majority at a County Conference shall be submitted to the Director General not less than 13 weeks prior to Annual Conference for consideration by the Membership Council in accordance with the Royal Charter.
* The Conference Committee shall consider whether the Charter Motions contain any illogicality or textual error and, if they do, shall vary or combine them as appropriate or, if that is not possible, shall omit them from the final agenda.

8. **Motions** – Only motions passed by the Annual General Meeting of the Women’s Section may be submitted to the Director General for consideration for inclusion on the Conference Agenda giving the name of the Section or Branch proposing.

9. **Amendments to Motions** - The Women’s Section Conference Committee or Central Committee may submit to the Director General amendments to motions for consideration for inclusion on the Conference Agenda. The closing date for the receipt of such amendments shall be 5 weeks prior to Annual Conference.

10. **Certificates** – All items submitted for consideration for inclusion on the Conference Agenda shall be accompanied by a certificate from the appropriate formation stating that the item has been passed by the appropriate meeting of that formation.

11. **Motions of Urgency** – A Motion of Urgency may be submitted:

* By Central Committee on a matter which arises after the conference / meeting? but before the closing date, or can reasonably be held not to have been known about prior to that period or
* By an AGM or a Central Committee or a Branch Committee on a matter which arises after the closing date or can reasonably be held not to have been known about before the closing date.

12. **Agenda** – All nominations, Motions, Motions of Urgency and Charter Motions submitted in writing in accordance with the Royal Charter and Schedule of Rules and any other items approved by Conference Committee shall be laid by the Membership Support Officer before the Central Committee prior to their issue as a Provisional Agenda to Branches. Amendments to Motions received by the closing date for such amendments shall be similarly dealt with.

13. Power to omit proposals etc:

* The Conference Committee in compiling such Agenda has the power under the Charter and Schedule of Rules to accept or omit proposals, to vary or combine them and to introduce proposals which have not been subject to the stages specified in Governing Regulations 10, 11 and 12 of the Royal Charter.
* In considering the admissibility of motions, amendments thereto, or Motions of Urgency conformity with the objects of the Legion as set forth in the Charter and Schedule of Rules shall be the determining factor.
* Similar criteria, with the exception of the criterion that the matter is not within the letter of the Charter, shall apply when considering Charter Motions.
* The Conference Committee may edit/abridge any candidate’s CV after consultation with the candidate.
* The Membership Support Officer shall communicate to the relevant formation the reason for the Conference Committee’s decision to omit, vary or combine any Nomination, Motion or amendment thereto, Motion of Urgency or Charter Motion.
* The principal grounds on which the Conference Committee may omit proposals are specified in the Conference Committee’s Terms of Reference.

14. **Grouping** – The Conference Committee shall group Motions, Motions of Urgency in subjects in order to facilitate the proceedings of the Conference. Charter Motions shall be grouped together.

15. **Appeal against decision**

* The AGM or the Central Committee, on behalf of the Section concerned, or the Branch Committee, on behalf of the Branch concerned, shall have the right to appeal to the Conference Committee against any omission, variation or combining of an item submitted by it and on such appeal being allowed, the item in its original form as submitted or as amended with the consent of the Conference Committee shall be included on the printed Conference Agenda or circulated to the delegates at Conference.
* If however, the appeal is not allowed, there shall be a further right of appeal to Conference. It shall be submitted in writing to the Conference Committee with the appropriate authenticating certificate not later than the end of the second session of Conference. Such appeal shall be put to Conference at the appropriate place on the Agenda and shall be deemed carried if two-thirds of the delegates present and voting vote in its favour. In putting the appeal to Conference, the mover shall be entitled only to read the proposal which the appeal would throw open to debate. Before a vote is taken on the appeal, the Chairman of Conference, if he thinks fit, may report to the Conference any comment on the appeal made by the Conference Committee or make a brief statement from the Chair, or invite the Chairman of the Conference Committee to do so.