**Patron; His Majesty King Charles III**

***The Royal British Legion***
***Torrevieja Branch BR3456***

Minuets for the General Branch Meeting
15th Sept 2026
Location: Silverstones Montebello.

All figures quoted are correct as of 13th Sept 2026 unless otherwise shown.

Unless any one person objects it is intended to **voice record this meeting** (to better facilitate the preparation of the meeting minutes). If you do object, please advise the Secretary or Chairman **prior to the commencement of the meeting.**

| | | Attendance | |
|---|---|---|---|
| **Position** | **Name** | **YES** | **NO** |
| Chairman/BCS/Webmaster | Jack Kemp (JK) | x | |
| Vice Chairman | David Longworth (DLW) | x | |
| Secretary | Trish Carruthers (TC) | x | |
| Treasurer | Dave Lockhart (DL) | x | |
| Membership/Recruitment Secretary | Sue Pullar (SP) | x | |
| Poppy Appeal Organiser (PAO) | Bruce Card (BC) | | x |
| Poppy Appeal Assistant | **Post Gapped** | | |
| Branch Community Support (BCS) | Pamela Twissell-Cross MBE (PTC) | | x |
| Social Member | John William Featherstone (JWF) | x | |
| Assistant Social Member | Brenda Isobel Sigurdsson (BIS) | x | |
| Standard Bearer | Danny Kay (DK) | x | |
| Publicity Member | MaryLou Kemp (MLK) | x | |

**18 Branch Member/Visitors in attendance**

1. Chair & Secretary

1.1 The Chair opened the meeting with the Exhortation.
1.2 The Chair welcomed all Members in attendance. He Stated how pleased he was with the continuing increase in numbers, and welcomed Damien, Peter and Carole.
1.3 No Welcome Packs to present as no new members, the Chair stated that he hoped that today's new attendees would be become new members in the near future.
1.4 Apologies for absence read by the Secretary were accepted from
Dan Rossi, Kyle Rossi, Casey Colebrook, Peter Kemp, Mary Jensen, Michael Koch, Pam Twissell-Cross, Ian Carruthers, Tim Mayern, Bruce Card.

1.5 The Chair confirmed that the minutes of the GBM held on 21st July 2026 were distributed by email and were made available for viewing at the meeting. The Chair requested a proposer and seconder for the motion below.

Motion: That the minutes are true reflection of the GBM held on 21st May 2026issell

Proposed by: Jane Knight Seconded by: John Featherstone Against: None

1.6 Chair apologised to members as the Action Tabel that went out with the agenda was incomplete. The correct Action Table is listed below.

2. Chair Matters Arising – Action Table (AT)

| Member | Action | Status |
|---|---|---|
| **All/SP** | **Membership drive. Increase in members continue with Membership growth in 2026.** | **Ongoing<br>Target Membership for 2026, 130 Branch Members<br><br>As a Branch we have now reached 131 Members, adjusting the 2026 Target to 140 Members.<br><br>Dropped to 126 Members as at the BGM** |
| **SP** | **Recruitment Drive – Meet & Greet.** | **Ongoing<br>Next Recruitment Event will be Armistice Day and the AF&BVC Events** |
| **Committee** | **Discuss at the next BCM the possibility of holding 1 in 4 GBM during an evening, which will enable those working to attend.** | **On Hold:<br>Review after another 3 GBM at Silverstones to allow for continuity of the new format.** |
| **DLW<br>+1 Committee** | **Audit of the Branch Asset Register and report the finding to the Branch Committee.** | **Ongoing: Delayed due to the movement of the Branch Assets.<br>To be completed prior to the AGM.** |
| **JK/BC** | **JK to engage with the District Chairman wrt Poppy Orders for 2026.** | **Ongoing: JK called the District Chair following July GBM, the District Chair Provided an update as follows: All SDN Branch Orders have been approved by the Poppy Appeal Regional Manager (RM) and have been dispatched, item should be with us in 10 Working days, therefore 05th Aug 2026. The delay was caused by a fire at the Poppy Factory.<br>This item will remain on the Action Table until we receive our orders for 2026.<br><br>Closed: Poppy Items now received.** |

| | | |
|---|---|---|
| **JK** | **Report to the Committee and Branch Members the status of the £ 1,000 Grant for AFD 2026 from the Membership Grants Team.** | **Ongoing: JK has had confirmation from the Membership Engagement Officer (MEO) that the Grant is in hand. JK had to provide the Branch Bank Account details to Grants Team via the MEO for a 2nd time.**<br><br>**Closed: Grant received in full.** |
| **JK/DLW/GN** | **Armistice Day Church Service 11th Nov 2026.**<br><br> | **Ongoing: GN/DLW and Father Richard held a meeting with the Parroquia del Sagrado Corazoón de Jesús (Church of the Sacred Heart of Jesus) to confirm the booking and outline arrangements.**<br><br>**Further updates will be provided by JK in due course.** |
| **DLW/Mark Knight MBE (MK)** | **Look into the possibility of Branch Polo Shirts.**<br><br>**New Polo Shirt Logo** | **Ongoing: Feedback from Members received as follows: An Embroidered Branch Logo was the preferred option rather than screen print. Mark Knight MBE is now investigating pricing options and will report back once confirmed. DLW is also looking into a provider in Torrevieja.**<br><br>**Closed: Branch Polo Shirts are now available to order.** |
| **TC** | **Spam Email's Issues with sending Branch Minutes and Information.** | **Ongoing: After months of trying to resolve the issue with Gmail Accounts and Branch Emails going to Spam, all Members with Gmail Accounts are requested to follow the link below. This will prevent future emails from the Branch Secretary going into your Spam Box.**<br><br>**Please note this is a Gmail Issue NOT an issue at Branch level. Please access the link below.**<br><br>Gmail Prevent Branch Emails going to Spam |
| **JK/GK** | **AOB: Jane Knight asked if the Branch had and additional Cultural Visits?** | **Ongoing: GK on behalf of the Branch is looking at suggestions and recommendations for the next cultural visit. Details will be passed once a visit has been organised.** |

| | | |
|---|---|---|
| | | **Graham Knight gave a report on this item.** |
| **JK** | **AOB: Jane Knight requested the date for the Spain District North Poppy Appeal Launch in Benidorm?** | **Closed: See Afternote: Poppy Appeal Launch confirmed as 17th Oct 2026, Parade of Standards starting at 11:00 Hours. Remove from Action Table after the next GBM.** |

3. Chair's Report – **JK**

3.1 Action Table – JK explained action table would be covered during Committee Members reports.

3.2 JK Welcomed Sue Puller as it was her first time on the committee.

3.3 AFD Grant from the UK Membership Grants Team. JK shared the good news that the grant monies have now been realised into the branch account.

3.4 RBL Membership fee increase, the Chait reminded members that TRBL membership fees have increased by £2 however Branch Subscriptions have been reduce by £2 which means the price will stay the same.

3.5 Remembrance Events in November JK stated that there are a lot of changes happening over the next 2 months which will be updated on the Facebook page and Branch Webpage, the updated Forecast of Events is also attached.

3.6 JK inform members that 17th of October is the Poppy Appeal Launch in Benidorm. The location for the Appeal Launch has changed. The Form Up Point is moving down one street from previous years. The parade itself will also move to the open area in front of the museum.

Afternote: These details have been published on the Branch Facebook Page. Timings will not change.

3.7 JK advised the members that the Armistice Day Service and the wreath laying will now take place on separate days. The wreath laying will now take place at La Siesta memorial garden on the 8th November. The Armistice Day Parade will take place at the modern white church Parroquia del Sagrado Corazoón de Jesús (Church of the Sacred Heart of Jesus) on Armistice Day; there will be a wreath laid by the Mayor and Chair after the Church Service outside the Church.

The Service will be followed by a Branch Armistice Day Lunch. The change is to enable members to attend both ceremonies rather than having to go back and forth across the city. Barbara Dewhurst asked for clarification which JK provided. JK explained why the change of church and thanked Graham Knight for his hard work in achieving the move.

JK asked for numbers of people who may require transport for Armistice Day, only four responded, JK stated the bus will leave at 09.00 from La Siesta Memorial Gardens. The Parade will commence at 10.00. However, the bus will not be available on the return if you're staying for lunch. Lunch can be booked with John and Brenda.

3.8 There will also be a remembrance event at the Club Quesada which will start at 1600. Club Quesada will fund the event, the Branch Standards will parade, we will also have a Poppy Collection Table and Recruitment Table.

3.9 Posh Affaire-Big Band will perform on the 10th of November again a free event although tickets will be needed and Donations to go to Poppy Appeal. Tickets from JK and DL (Chair and Vice Chair) when available. Details on Branch Facebook Page.

3.10 JK thanked Jane Knight for taking on the position of Poppy Appeal Assistant with immediate effect. Jane will be coopted onto the committee for the next 2-3 months and hopefully be voted in at the next meeting which will be the AGM.

3.11 JK explained that both District Chair and District Vice Chair have stepped down and asked if any Branch Members wanted to come forward and apply for either position, None volunteered JK stated that if there were any volunteers in the near future, he would hold an extraordinary meeting and explain the procedure.

Afternote: Mr Richard Lewington (Branch Member) has submitted a CV and asked the Branch to nominate him for the position of District Chair. On Sunday 27th September 2026 the Chair sent a Poll to all Branch Members in order to accept or reject this request. The Chair is now awaiting further direction from the Overseas Membership Engagement Officer (MEO).

JK asked for questions from the floor, none asked.

4. Vice Chair's Report **DL**

4.1 Introduction of new Polo Shirts in Cotton and Polyester DL brought a selection of Polo Shirts which were displayed at the back of the room. He advised on sizes colours, materials and price. He advised if people wanted to order to do so today as he is going away for a few days. However he will be available to take orders on his return.

4.2 Gala Night. DL stated he is working with John and Brenda and organizing a gala night. It is to be held at Silverstone's on the 28th November and will include 3 course Dinner and Entertainment. This will be a formal event and a great opportunity to dress up. Doors will open at 19.30 hours for the meal starting from 20.00 hours. It will be open to everyone and will cost €25 per head.

4.3 Asset Register DL reported that the checking of the asset register has been very delayed due to assets having to be moved, However he along with DK will do the audit at the end of October and report back at the Branch AGM.

4.4 DL reported that he is compiling an article about the Torrevieja Branch to be published in the Euro Weekly News. This publicity will hopefully generate membership. It is hoped to produce an article every quarter.

DL asked for questions none asked.

4.5 JK talked about the involvement of members and how important it is to receive Feedback. He mentioned how both Sue and Barbara had influenced the publicity the Branch needed, and Dave Brown had influenced the production of the polo shirts.

JK thanked them for their input and encouraged all members to be involved.

5. Secretary's Report – **TC**

5.1 Continuation of Spam Mail. TC reported that it would seem that the problem of mail from the Branch going to spam was mainly over. Graham stated that his was still going to spam but admitted that he hadn't followed the link that was made available in the last action table and available in the action table above. Only one other person was still having mail delivered to spam but again she hadn't been able to confirm she had followed the link. Unless any reports in the future this item now removed from the Action Tabel.

TC asked for questions none asked.

6. Treasurer's Report – **DL**

6.1 JK thanked DL for his extremely hard work in producing the financial report with the difficulties set by the late arrival of the grant.

6.2 DL explained the complicated report and how an extra fund was created for the Armed Forces Day. He further explained that there is a surplus from this fund, and it is hoped permission will be given to retain the monies to go towards Remembrance activities.

6.3 JK summarised the Financial Balances and explained that Vice Chair had bought items himself and then sold them on donating the monies to the Poppy Appeal Fund, He also thanked the Armed Forces and Veterans Breakfast Club for their donations.

DL asked for questions none given.

7. Membership Sectary Report – SP

7.1 Membership numbers. SP confirmed that we have 126 members. She stated that the small loss of numbers is due to membership lapses. SP went on to state she will contact those members to see if anyone needs help to rejoin or get feedback as to why they may not want to sign up again. There are high numbers of members whose membership will be due within the next 2 months or so. SP went on to discuss the price of membership, which is currently £31, She explained the procedure for renewing by phone which is very easy and is a free phone number.

SP asked if any questions none offered.

**TC had to leave at this point and Vice Chair took over recording of meeting.**

8. PAO Report – Report read by JK

8.1 Poppy Appeal Orders for 2026. JK reported that finally items had been received except for bunting and overseas pins.

8.2 JK outlined Janes new role in Poppy Appeal Assistant in the coordination of volunteers and stands needed during Poppy Appeal.

9. BCS Report – Report read by JK

**Changes to BCS Reporting and Support**

9.1 Practical Support

There are now three of us who are fully trained, Pam will renew her qualifications in October and will undergo refresher training to continue in this worthwhile post as Branch Community Support Coordinator.

Although training can be frustrating in terms of waiting for place it is so worthwhile. We are looking for Telephone Buddies where you can befriend and support someone who is lonely not only in their own home but those in a nursing home who are also lonely as they may be surrounded by people who do not speak the same language or share the same culture.

Although we are after both ladies and gentlemen we are we are especially after men for chaps as they feel they can be themselves and enjoy the support more than speaking to a lady.

9.2 Changes to the Structure of BCS

From the beginning of September BCS funding and expenditure has moved back to a Branch responsibility instead of funding via Spain District North.

All Branches need to hold €250 for BCS, this amount may increase in the future. BCS Reps that spend money on behalf of the Branch must keep receipts and present them on an Expenses Claim to the Branch Treasurer once signed by Pam. BCS expenditure is audited with the remainder of the account each year.

9.3 Activity Since the last BCM

Home Visits 1, Regular Telephone Buddie Calls 26, Technical Support 51, Requests for Advice and Information Various during TB Calls.

9.4 JK stated the Branch currently has 3 BCS Members Pam, Sue and himself. He asked if any members would like to come forward and be involved training would be available. If interested, please contact any of the 3 BCS Members.

10. Standard Bearers Report – **DK**

10.1 DK reported that 2 New Gold Standard Rope Tassels were needed. These are priced at around £144 including tax and delivery. JK asked for members vote to buy the articles.

Proposed by: Danny Kay Seconded by: MaryLou Kemp Against if any: Nil

Afternote: The Tassels have subsequently been purchased and received at a total cost of £ 123.60 = € 144.34

11. Social Members Report – **JF/BS**

11.1 Social Members Update. John reported a lunch with raffle has been organised to be held at El Raso Rojales (Stan and Ollie's) on the 15th Oct 26 at 13:00 hours. Meal will cost approximately € 15 per head. Menu will be available on Facebook Page. All events will be added to events page.

12. Webmaster Report - **JK**

12.1 WebPage and Facebook page updated as at 14 Sep 2026, Members were requested to also check events online at the Branch Web and Facebook Pages.

13. Any Other Business - From the Committee or Branch Members.

13.1 Dave Parry donated a Student Pack from Orpington Branch RBL UK. JK thanked Dave and the Orpington Branch.

Afternote: JK sent a letter of thanks from the Branch to Orpington Branch.

13.2 Graham Knight discussed possible cultural visits such as Agamed, How we get our Water and Laguna Village. Sea Salt museum floating museum and submarine were also mentioned. He informed the branch that Torrevieja Townhall will be holding a series of talks regarding Migrants and Graham will give a talk on anecdotes covering history. Once arranged will be added to Events Page.

Graham gave his apologies for next meeting.

Date and Location for the next meeting.

**Date of the next Meeting – Annual General Meeting (AGM)**
**17th November 2026 at 11:00 Hours**
**Location: Silverstones, Montebello**

14. The Chairman closed the Meeting.

15. Kohima Epitaph was delivered by the Chair.

*Signed Electronically*

**Chair**
**Torrevieja Branch (BR 3456)**
**The Royal British Legion in**
**Spain District North**

**Attachment 1**
**Branch Liquidity State**
**Dated: 15/Sep/2026**

# TREASURER'S REPORT
# THE ROYAL BRITISH LEGION TORREVIEJA BRANCH (BR-3456)
## DATED: 15th September 2026

## For the Financial Year Ending 30th June 2027

| | |
|---|---|
| **Petty Cash:** | **€ 0.00** |
| **Bank Balance:** | **€ 7,521.96** |
| **TOTAL (Bank Reconciliation/LOMAS – Agreed 14/Sep/2026)** | **€ 7,521.96** |

**BRANCH FUNDS:**

| | |
|---|---|
| **1. General Funds** | **€ 728,67** |
| **2. Poppy Appeal Fund** | **€ 6,158.19** |
| **3. Armed Forces Day 2026 Fund** | **€ 635,10** |
| **4. Total Funds** | **€ 7,521.96** |

**BRANCH RECEIPTS:**

| | |
|---|---|
| **1. PA donation – Corner Flag RV519** | **€ 56.78** |
| **2. PA Poppy Appeal Boxes AFD 2026 RV520** | **€ 40.90** |
| **3. PA Donation from Orihuela Costa Branch RV521** | **€ 168** |
| **4. PA Donation M&L Ross RV522** | **€ 13.12** |
| **5. PA donation from L&A Manning RV523** | **€ 13.63** |
| **6. GPF donation AFVBC June 2026 RV524** | **€ 58.50** |
| **7. PA donation AFVBC June 2026 RV525** | **€ 58.50** |
| **8. PA donation from funeral attendance RV526** | **€ 100** |
| **9. GPF donation AFVBC July 2026 RV527** | **€ 140** |
| **10. PA donation AFVBC July 2026 RV528** | **€ 140** |
| **11. PA sales of poppy appeal merchandise RV529** | **€ 150** |
| **12. PA donation Barbara RV530** | **€ 8.50** |
| **13. PA donation D. Longworth RV531** | **€ 7.81** |
| **14. GPF RBL UK payment RV532** | **€ 208.62** |
| **15. AFD Fund – received from RBL UK RV533** | **€ 1134.03** |
| **16. GPF donation AFVBC August 2026 RV534** | **€ 100** |
| **17. PA donation AFVBC August 2026 RV535** | **€ 100** |
| **18. PA donation S&S Rust RV536** | **€ 22.57** |
| **19. PA donation M&L Ross RV537** | **€ 13.26** |
| **20. GPF donation AFVBC September 2026 RV538** | **€ 47.50** |
| **21. PA donation AFVBC September 2026 RV539** | **€ 47.50** |

**BRANCH EXPENDITURE:**

| | |
|---|---|
| **1. Expenses – purchase of water for AFD PV363** | **€ 96.80** |
| **2. Expenses – purchase of jewels and engraving PV364** | **€ 96.22** |
| **3. Expenses – purchase of raffle ticket books PV365** | **€ 26.97** |
| **4. Bank Charges PV366** | **€ 2.40** |

5. **Bank Charges PV367** **€ 2.40**
6. **Bank Charges PV368** **€ 5.05**
7. **Bank Charges PV369** **€ 18**
8. **Bank Charges PV370** **€ 18**
9. **Expenses – purchase of banner stand and stationery PV371** **€ 202.13**
10. **Bank Charges PV372** **€ 2.40**
11. **Expenses - Payment to Torrevieja P&D and Band AFD 2026 PV 373** **€ 200**
12. **Bank Charges PV374** **€ 2.40**

**David Lockhart**
**Branch Treasurer**
**Dated: 15/Sep/26**

"Service not Self"
Torrevieja Branch

**Jack Kemp**
**Branch Chair**
**Dated: 15/Sep/26**

**Attachment 2**
**Forecast of Events**
**Dated 28th Sep 2026**

| DATE | EVENT | LOCATION | TIME | REMARKS |
|---|---|---|---|---|
| 14 Oct 26 | AF&VBC - Breakfast | Silverstones, Montebello | 10:30 hrs for 11:00 hrs | AF&VBC Members/Family/Friends |
| 15 Oct 26 | Branch Social Lunch | El Raso Stan and Ollies | 13:30 hrs | Members/Family/Friends |
| 17 Oct 26 | Spain District North Poppy Appeal Launch | Benidorm | 11:00 hrs | Everyone Welcome |
| 04 Nov 26 | AF&VBC - Breakfast | Silverstones, Montebello | 10:30 hrs for 11:00 hrs | AF&VBC Members/Family/Friends |
| 08 Nov 26 | Remembrance Sunday Wreath Laying La Siesta | Torrevieja La Siester | 10:45 hrs | Everyone Welcome |
| 08 Nov 26 | Remembrance Commemorations | The Club Quesada | 16:00 hrs | Everyone Welcome |
| 10 Nov 26 | Posh Affaire – Big Band | Centro del Cultural, Virgen del Carmen Torrevieja | 19:30 hrs | Everyone Welcome |

| | | | | |
|---|---|---|---|---|
| 11 Nov 26 | Armistice Day<br>Parroquia del Sagrado Corazoón de Jesús | Torrevieja | 10:00 hrs | Everyone Welcome |
| 11 Nov 26 | Armistice Day Lunch<br>Alingui Restaurant | Torrevieja | 14:00 hrs | Everyone Welcome |
| 17 Nov 26 | Committee Meeting | Silverstones, Montebello | 10:00 hrs | Committee Members |
| 17 Nov 26 | Annual General Meeting Followed by Social Lunch | Silverstones, Montebello | 11:00 hrs | All Members |
| 28 Nov 26 | Gala Dinner Night | Silverstones, Montebello | 19:30 hrs for 20:00 hrs | All Members/Family/Friends |
| 09 Dec 26 | AF&VBC - Breakfast | Silverstones, Montebello | 10:30 hrs for 11:00 hrs | AF&VBC Members/Family/Friends |
| 19 Dec 26 | Branch Christmas Meal | Silverstones, Montebello | 19:30 hrs for 20:00 hrs | All Members/Family/Friends |