

The Royal British Legion
Harwell Branch
BR1805

Branch Annual General Meeting
Held on 30th October 2018
In the Branch Headquarters at Westfield
At 20.00 Hours.

ATTENDANCE:

R.C. East	- President
R.J. White	- Chairman
P. Davies	- Vice Chairman Ceremonial Officer and Deputy Standard Bearer
S. T. Haycox	- Treasurer
P. A. Cox	- Secretary Poppy Appeal Organiser Harwell and Welfare Representative
Mrs. S.E. Pateman	- Membership Secretary

COMMITTEE: G Street, J Belton

MEMBERS: None

1. EXHORTATION AND KOHIMA EPITAPH:

The President opened the meeting by welcoming all present; he asked the Committee to bear in mind the members who passed on during the last year, the most recent was George Gigg.

This was followed by the Exhortation and Silent Tribute; he ended with the Kohima Epitaph.

2. APOLOGIES FOR ABSENCE:

Mrs. H. Benton, C. S. East, B. Mulford.

3. MINUTES OF THE 2017 ANNUAL GENERAL MEETING:

All present had seen the minutes prior to the meeting. There were no corrections. On acceptance as a true record they were duly signed by the President.

4. MATTERS ARISING:

None.

5. PRESIDENTS REPORT:

The President opened by saying that due to the Club changing name we have lost a lot of members – which is a pity as we are now less than 100 strong. People may say that they do not want to pay, but it costs the same to belong to the Tennis Club or Scouts.

The President thanked the long serving Chairman, Reginald White, who has served for 31 years. The President was glad to say that the Chairman had received recognition for his service this year. Without him, we would have struggled badly. He is thought very highly of, and the President hopes that he carries on for a bit longer.

The President thanked the Treasurer Simon Haycox, who keeps us in the black, finances are tight as we know. and he makes sure headquarters do not take money that they shouldn't do. Well done.

The President thanked the Secretary and Harwell Poppy Appeal Organiser Peter Cox, the President does not know when he stops, he dashes about from one event to the next. It is not an easy job, speaking from experience. Headquarters issue instructions and request information but we do not have the money that they do.

The President thanked the Membership Secretary Sandra Pateman, she is still going strong despite current ill health.

The Chairman thanked the Vice Chairman, Ceremonial Officer and Parade Marshal Peter Davies. We are well represented at County these days. The President has heard good things about him from County.

The President still keeps in touch with the County Officers and met up with them at the Poppy Walk.

The President said that he will be here for a bit longer, he takes each day as it comes. He hopes that there are people out there who will listen to what we do and help us out, as we do need help. We have been going since 1928.

He concluded by thanking all for the support they give him.

6. CHAIRMAN'S REPORT:

The Chairman said that he reiterates the President's thanks to all on the Committee that put so much effort in.

He thanked the Branch for the Gold Badge award, which came as a complete shock, and he did not feel he deserved it. He feels that there are people on the Committee that do more work than he does now, though he did some work in the past. He is most grateful; it is a great honour.

One thing that heartens him through his concern about how small the Branch is, and the lack of support now, is that we band of brothers and sisters are a tight knit group, and he is very confident that we can keep this Branch going and raise money in the Poppy Appeal for those less fortunate than ourselves.

He thanked the Committee very much.

7. SECRETARY'S REPORT

7.1 General Secretary Work Distribution of Minutes and County Circular

The Secretary continues to support the activities of the Branch by writing and distributing the Minutes and distributing the County Circular and other correspondence as required, updating the web page, publicity and storage of documents.

The Secretary thanked the Committee members for their prompt corrections to any errors in the initial minutes. He is glad that they are being read.

7.2 Printing Costs

The Secretary has continued measures to reduce printing: incoming correspondence is only printed if requested, outgoing correspondence is sent by email and no retained copies are printed.

The printing volumes are slightly up on last year. This is partly because the Secretary has printed the new Legion monthly email newsletter each month, but it does not appear to be read much so he will stop printing it.

In the 12 months since the last AGM, the Secretary has printed about 1342 sheets at a very rough cost estimate of £53.68 on black ink cartridges and paper: 20 sheets more than in the 12 months to the last AGM which was 1322 sheets for £53. (Assuming 3.5p per sheet)

The cartridges obtained were:

- 4 large black cartridge refills: three at £10 and one free (loyalty card). One only printed 66 sheets and was replaced free. Another refill only printed 16 sheets and was replaced free with a small refill.
- 1 small black cartridge at £12
- 1 large black remanufactured cartridge at £14
- 1 small colour cartridge refill at £7.50 (loyalty card discount) and 2 remanufactured colour cartridges at £14 each - one still unused.
- The cartridges do not run out exactly at year-end so the number used may be different.

The spend has gone up as you cannot keep refilling the cartridges endlessly so we have needed to obtain "new" remanufactured ones, and the colour cartridges no longer seem to take any refilling and remanufactured cartridge are obtained instead.

The supplier has brought the loyalty scheme to an end but instead is only charging £10 for refills instead of £12.

The price per sheet varies between 3.5 to 4.5 p per sheet – the cartridges are refilled by hand rather than the new ones filled by machine.

The Secretary has donated the small black ink cartridge and one black ink refill (£22), a pack or two of envelopes (approximately £2) and three packs of paper (£12) to cover the costs of other printing he does using the printer (about 140 sheets this year).

The Secretary thanked the Treasurer, Ceremonial Officer and others for the printing that they arrange at no charge which is a big saving for the Branch and saves him some work.

7.3 Branch Web Page and Facebook Page

The Branch web page is still essential to publicise the Branch itself and Branch events and publish Branch documents such as the minutes. We are fortunate to have an excellent website

designed and hosted by a professional web designer in David Marsh. He puts in a large amount of unpaid work on our behalf maintaining the site, implementing the updates that the Secretary sends him and suggesting and implementing improvements. The Secretary proposed that he writes him a letter of thanks.

Agreed by the Meeting.

The Treasurer and Ceremonial Officer continue to do an important job running the Branch Parades Facebook page with news updates, albums of pictures, and implementing the changes required this year. It is equally essential for publicity so thank you both for this unsung effort.

7.4 Branch Email Address on the Web page

The Secretary checks this address most days. It received about 53 genuine emails since the last AGM, many of which were from AOL or Google, 16 for the Club, a Welfare enquiry, 3 D Day enquiries and 837 marketing emails.

To comply with requirements from Legion HQ, the Gmail address will be replaced from now on by the Secretary's MAP email, but he suspects that we will get the same marketing emails.

7.5 Branch Procedures

The Secretary continues to monitor the amendments to the Membership Handbook and Royal Charter for any changes in the Branch Procedures.

The Branch should consider requirements such as a Branch three-year plan and Branch General Meetings with a guest speaker. Though some requirements may not be practical or necessary for a village Branch with a low budget or may require far more work for no gain in effectiveness.

The Chairman said that we could not afford to entertain a guest speaker.

7.6 Training Courses

Unfortunately, the Secretary still has not attended any courses since the general Branch Management course some years ago. These seem to be in abeyance.

7.7 Branch Archives and Stored Documents

The Secretary has resumed backing up of all Branch documents using a hard disc drive and Microsoft "Onedrive" cloud storage.

Loan of the minutes to Harwell History Group and possible transfer to the County Archives is in hand.

Due to pressure of time, the Secretary has not made as much progress as he would like this year with sorting through and disposal of old, superseded and duplicate documents and can only apologise.

7.8 Thanks to Club Committee, Bar Staff and Branch Committee

The Secretary thanked the Club Management Committee and bar staff for providing storage space for the Branch archives and pictures, the display rack, notice board space, attending events, and access to the archive boxes in the office.

He appreciates the efforts and enthusiasm of the Ceremonial Officer who continues to put a lot of time and diligent work into the preparations for the Branch's Commemoration Ceremonies, even with his commitments to the County Committee, getting married and his move away from the area.

Especially liaising with the Chilton Fun Day organiser and maintaining contact with the youth groups, cadets, veterans' organisations and regular forces for the D Day and Remembrance Sunday commemorations, this year we had some new participants as a result.

The Secretary thanked all the hard-working Branch Committee for the help, advice, co-operation and encouragement in the year; it encourages him to do more.

He thanked the Committee for the County Certificate which he received this year, which he found deeply touching and greatly appreciates and did not think he deserve it.

The Secretary concluded by saying that he continues to consider it an honour to work as a Secretary for the Royal British Legion. He thanked all for their support.

8. MEMBERSHIP SECRETARY'S REPORT

The Membership Secretary said that there was a low workload, just keeping the records up to date. She thanked the Secretary for enabling access to the MAP portal when she was unable to access it.

The President said that we no longer have the membership that we did in the past.

9. TREASURER'S REPORT:

9.1 Annual Accounts Reports and Approval of Accounts

The Treasurer distributed copies of the Accounts Table 2012-18 and Bar Chart 2010-18.

The papers are the same as distributed at the July 2018 Branch Meeting so there is very little additional information.

Considering the lack of members and the Gold Badge purchased this year which was a one off, we are £64 down on last year which is not bad at all. We have sufficient funds. There was general agreement to this.

The Treasurer put the accounts as described in the papers forward for approval, and answered questions:

- Item 10 "Interest Received" is interest on the BFI.
- The £228 under item 14 "Purchases – badges, wreaths etc" was for a Gold Badge. Donations to the Poppy Appeal for D Day and Remembrance wreaths are under item 16c "To Poppy Appeal". If we brought wreaths to keep, it would be under item 14c.

The President asked if all were happy with the accounts.

Proposal: The accounts are approved

Proposed: Vice Chair

Seconded: John Belton

CARRIED UNANIMOUSLY

The Treasurer said that as the accounts have now been approved at the AGM, the Secretary has to sign the accounts. They are in a new, longer, spreadsheet format. The Secretary duly signed the accounts.

The Treasurer said there are more copies than we usually have at the AGM. The additional copies are for the auditor and County HQ. The County Membership Support Officer asked that these are held back as the accounts have not been audited yet. She has contacted other

Branches about an auditor, but there have been no replies. There was discussion of various possible auditors.

The Treasurer said that it is not without effort that the accounts are not audited. County HQ do have all of the figures as he has emailed them through as requested. He will hold onto the accounts copies until told otherwise.

9.2 Treasurer's Paying limit

The Treasurer said that he currently needs the Committee's permission to make a payment of over £200. He is happy with this limit.

Proposal: The Treasurer's paying limit without Committee approval is: £ 200

Proposed: Vice Chairman

Seconded: John Belton

CARRIED UNANIMOUSLY

9.3 Branch Administration Fee

The Branch administration fee is currently £2, it is used to pay for stationary, postage etc. The Branch is just about breaking even. The Treasurer proposed increasing it to £4. The number of Branch members is decreasing and this would give us some financial security.

The National Legion membership fee is £17, so the total annual renewal fees would increase from £19 to £21.

Discussion ensued and the Treasurer answered questions including:

- The Treasurer said that the membership fee had not been increased since he took office (in 2009).
- The Ceremonial Officer said that an increase from £2 to £4 would be better than increasing from £2 to £3, then a couple of years later, needing to increase it again from £3 to £4 as it would seem that we were always increasing the fee.
- John Belton said that one issue is the delay in the funds being transferred to the Branch account. The Treasurer agreed and said that he knows when the transfers are due and can plan accordingly.

Proposal: The Branch administration fee is increased to £4

Proposed: Chairman

Seconded: Vice Chairman

CARRIED UNANIMOUSLY

9.4 Branch Joining Fee

The Branch Joining fee is currently £2. It is used is to pay for the administration costs of processing new members applications.

The Treasurer said that he had not seen any income from this recently. It was stated that there had been no new members recently, and the payments received from HQ could be accounted for by the Branch membership fees of the current membership.

Following further discussion there was general agreement that this should be left at £2.

The Treasurer said that he hopes that funds will have increased by the next AGM.

The Treasurer concluded by giving a huge thanks to everyone – they do more than people realise and we would not be here without you. It is an honour to be part of it.

The President and Chairman congratulated the Treasurer on his work.

10. POPPY APPEAL ORGANISER'S REPORT:

The Harwell Poppy Appeal Organiser (PAO) gave the following report:

10.1 November 2017 Remembrance

As the Harwell and Chilton PAOs had been officially registered as PAOs they were able to order their own stock. It arrived on 20th October, late, but well ahead of the appeal.

However due to problems nationally, we did not receive the two Schools Packs, though we were sent some replacement rulers and wristbands. We were very fortunate that Clare Oldfield, Abingdon PAO, was able to provide two of her spare packs.

Chilton

The Chilton PAO distributed 19 boxes and trays in Chilton Village and the Curie Avenue shops collecting £1396.73, an increase of over £120 on 2016.

Harwell

The Harwell PAO and the President distributed 39 boxes and trays in Harwell Village and Campus and £2685.49 was collected, an increase of £180 over 2016. We lost Headfirst Hairdressers in Harwell Village and gained Atlas at Rutherford. Also, a second box was provided to Harwell School for old £1 coins.

Remembrance Sunday

Both PAOs did a bucket collection on Remembrance Sunday, collecting £134.83.

We supplied 9 wreaths to local organisations for Remembrance Sunday, for which they donated £222. About 60 crosses were put on the War Graves for which £60 was donated by the Branch.

Return of Merchandise

All of the merchandise was returned to Poppy HQ Aylesford during December and January, arranged by Sue Brading at Poppy HQ. The Chilton PAO generously agreed to arrange storage for the 100 cardboard trays and the Harwell PAO stored the spare wreaths.

Thanks are due to the Treasurer for his help in counting, including sorting out the old £1 coins and banking the collection and Clare Oldfield (Abingdon PAO) for loan of the counting machine.

10.2 Harwell District Organisation

The Poppy Appeal Organisers have decided not to split the Harwell District, though this may change if it becomes convenient to do so. We are both Poppy Appeal Organisers on an equal basis.

10.3 Meetings

We now have two Community Fundraisers for Berkshire and the Vale, Sarah Brown and Gaynor Dingley, they are organising more events and meet ups including:

Both PAOs attended a coffee morning in Abingdon for the local PAOs, which provided a useful exchange of information.

They also attended the Berkshire and the Vale Seminar at Windsor Barracks, presented by both County Fundraisers and a representative from Poppy HQ, again an enjoyable day and useful exchange of information. We also had the chance to meet some serving soldiers and

saw the Household Cavalry memorial and the memorial brought back from Camp Bastion - which helped remind the Harwell PAO why we do all this.

10.4 Poppy Walk Harwell Village 2018

This was organised by the County Poppy Appeal team and volunteers. Unfortunately, there were no Harwell participants this year.

10.5 Chilton Village and Harwell Campus Fun Day Stand 2018

This was organised by the Ceremonial Officer and County Fundraiser Sarah Brown in cooperation with Adrian Maughan, the event organiser. Unfortunately, the Ceremonial Officer, and both PAOs were unavailable, and Sarah Brown and Angela Logue from Newbury ran the stand alone. They ran a "Hook a Duck" children's game and raised £250 which the Harwell PAO believes went to the County Appeal.

10.6 D Day Service 2018

Twenty wreaths were supplied (4 more than 2017) and £356 was donated by cash and cheque. More was donated via BACS transfer, which the Harwell PAO is still trying to confirm with Poppy HQ - changes in staff and the build-up to the November Appeal causing delays.

The Harwell Poppy Appeal Organiser made a bucket collection for the Poppy Appeal raising £42.27.

10.7 Other Donations 2017-18

A donation of £5 sponsorship money for the 2017 "90@90" Sponsored Walk and £25 for last year's auditor expenses, both of which were paid in on 29th September 2017, went to the 2017-18 appeal.

We received one other donation of £20 from an individual.

The latest statement from Poppy HQ includes £122.75 Direct and £87.75 Direct wreaths which may include the BACS donations.

10.8 Total

The total raised from 1st October 2017 to 30th September 2018 is £4812.49

This is about £80 up on 2016-17 which was £4,736.49.

The total on the latest statement from Poppy HQ for 2017-18 is £4935.24.

10.9 Thanks to Chilton PAO

The Harwell PAO said that he cannot finish without thanking Hazel Benton for all her fantastic efforts during the year as described above and lifts to and from meetings and events; it has also been good to have someone to discuss the appeal and orders with. Thank you very much.

The Harwell PAO thanked all who have helped or donated, all very much appreciated.

The President and Chairman thanked the Poppy Appeal Organisers for their efforts. There is no doubt that without them we would not have raised much money.

11. STANDARD BEARER'S REPORT

The Ceremonial Officer reported on behalf of the Standard Bearer: He is willing to serve as Standard Bearer for the forthcoming year but please be aware that he will be standing down in 2 years' time when he reaches the grand old age of 70.

The Standard Bearer also apologised for not attending due caring for his wife who has had an accident. The President and Chairman said that this is understandable

12. CEREMONIAL OFFICER'S REPORT

Harwell Branch Ceremonial Officer's report 2018 – Peter Davies

As in previous years, the focus of my role as Ceremonial Officer this year has been the two major parade the Branch coordinates, the Remembrance Parade and D-Day Parade and Service at the Harwell Stone.

Remembrance – 2 minutes silence on 11th

For the first time I was able to attend the 2 minutes silence on the 11th this year as it fell on a Saturday.

Despite the light showers around 25 members of the public attended. David Marsh and Kate Beswick were traffic marshals and closed the road before we walked into the road following Mr Charles East carrying the standard.

The Branch President welcomed all present and said the Kohima Epitaph which was followed by Dr Tony Hughes sounding the Last Post to start the 2 minutes silence.

Following Reveille to end the Silence, the President said the Exhortation and thanked all for attending. All attendees moved back to the pavement from the road which was reopened soon after.

Remembrance – Sunday Parade

The annual Remembrance Parade is the highlight of the RBL Ceremonial year and no less so for me. With the slick teamwork between the Branch Secretary and myself we have a well-understood and organised format.

Fortunately the day remained dry despite the showers the day before for the 2 minutes silence on the 11th, it was however bitterly cold however this did not put people off with the attendance as high as ever; approximately 600 people in attendance, 200 of those as part of the Parade.

Two minor change were noticeable in the 2017 Parade. The first the lack of Parish Council provided Traffic Marshalls but after an appeal on the Village Facebook group volunteers came forward and were happy to help.

The Second the use of the Air Cadets to carry the Standard, in place of the vacant Deputy Standard Bearer position.

Following the Service in the High Street the Parade marched on to St Matthews Church for a service taken by Rev, Jonathan Mobey after which Branch members made their way to the Village Cemetery to the Commonwealth War Graves to lay a wreath and silence.

D-Day Parade – The Harwell Stone

The build-up for the Harwell Stone, D-Day Service, is yet to be consistent and 2018 was no different. This year saw the Harwell Campus and Chilton Village Family Fun Day take place for the second year, in a new location during the afternoon prior to the parade.

Due to other pressures and commitments, the Branch was unable to attend or support this, myself with my wedding day only two weeks away, while Hazel Benton was enjoying the Queen's Birthday Parade at Horseguards Parade, with other Branch officers subject to their own commitments and priorities.

Fortunately we had the support of The County Fundraiser Sarah Brown who had several good ideas and was able to man the stall with the County Chairman Angela Logue raising £250 for the Poppy Appeal as a result of their efforts.

For the parade itself, once again, we invited AOC of 38 Group to attend, unfortunately, AVM Sue Gray was unable to attend and we were unable to secure any other RAF Representative in her place.

As ever, applications for the fly pasts from the RAF were submitted but unsuccessful, however by a chance meeting via correspondence on a private flying matter I was able to convince Mr Peter Benest a Tiger Moth pilot to flypast the site on his return from another flying engagement.

This was timed well for the end of the Parade and service, allowing all to look up at the skies as he flew past.

As before, the Cadets of 2410 Didcot Squadron provided a Guard of Honour with Rev. Pam Rolls conducted the service with compassion and reverence. The reading was delivered by one of the Didcot Cadets and Exhortation and Kohima Epitaph by the Branch Chairman. The last post was played by Dr Tony Hughes and Mr John McFarlane-Horgan played bagpipe accompaniments to the proceedings.

A record 27 wreaths are recorded to have been laid, with a further **£42** collected for the Poppy Appeal, thanks to Peter Cox for walking around with a collection bucket as he handed out service sheets.

In addition to the flypast we also saw new faces at the Parade in the shape of Barry Mullord representing the Ox&Bucks Light Infantry who laid a wreath, following efforts to make connections with that group. Recognition should go to Duncan Rogers and Peter Cox whose efforts at engaging with new tenants at the Harwell Campus saw a selection of new company's representatives attending to lay a wreath.

One highlight and notable difference against previous years was the publicity the evening before the event, when BBC South Today aired a news piece on the D-Day operations. This included an interview of yours truly at the Harwell Stone explaining what occurred at the site back in 1944 and indicating the RBL continue to recognise this effort by way of the commemorative service.

A mention should go to Mr Charles East who carried the Branch Standard despite sustaining an injury to his ankle earlier that week.

Others

The Standard has only been paraded at the two parades although requests have been made for Standard Bearers for Funerals around the County, unfortunately both Standard Bearers have been unavailable to support these.

There have been a number of funerals in the village linked to the RBL:

In October Stan Cox's Funeral
In January Graham Fry's Funeral
In April Willie Lister's Funeral
In May Mary Perry's Funeral
In June Donald Pike's Funeral
And in August George Gigg's Funeral,

Branch members attended all, although the Standard was only requested and paraded at the first two in the list.

An increasing area in today's society is social media, in reaction to this Haig House has written and produced guidance on how pages on Social Media should be managed. This has required some minor changes to how the Branch Facebook Page operates but has been otherwise compliant.

Finally, I wish offer and extend my thanks to the Branch who continue to support me in the work I complete. The last 12 months have been quite a busy time for me, moving into to my new home in January, and getting married in June. Despite this but I feel I have maintained my focus on RBL events with as ever Mr Peter Cox, the Branch Secretary maintaining a close eye on the planning elements to ensure my attention is directed towards the relevant elements.

Thank you once again for opportunity to serve this community and this Branch

The Chairman and President thanked the Ceremonial Officer for his efforts. The President said that the Ceremonial Officer and Secretary work very well together.

13. WELFARE REPRESENTATIVE REPORT

There were no cases this year. There were two enquiries, one was passed to another Branch and one to County HQ.

The Welfare Representative sent in the quarterly Visitor Volunteer reports: There were no volunteers, and two visits recorded – the Standard Bearer attended a funeral in Q1 and another funeral was attended in Q3.

Additionally, current and former Branch members make a lot of informal visits to Veterans and Branch members, and attend funerals, which is undertaken in a quiet and unpublicised but nonetheless essential manner.

The President said that people expect the Standard to be paraded at funerals, but the family must ask. If we don't hear about a funeral we don't know – the same as Welfare - you need to ask.

14. ELECTION OF CHAIRMAN:

The Nominations List had been on display in the Harwellian Club from 14th to 29th October 2018, but had no candidates on it. The Officers and Committee present completed it at this point in the meeting, as detailed in item 15. The Standard Bearer completed his declaration at a later date.

There was only one candidate for Chairman and he was willing to continue in office so Reginald White was elected.

15. ELECTION OF VICE CHAIRMAN, TREASURER, SECRETARY and COMMITTEE:

There was only one candidate for Vice Chairman and he was willing to continue in office so Peter Davies was elected.

The remaining Officers and Committee were elected unopposed. The elected candidates were:

OFFICERS for a 1 year term

OFFICE	CANDIDATE	PROPOSED	SECONDED
CHAIRMAN	R White	S Haycox	S Pateman
VICE CHAIRMAN	P Davies	R White	P Cox
TREASURER	S Haycox	R White	G Street
SECRETARY	P Cox	P Davies	S Haycox

COMMITTEE for a 1 year term

CANDIDATE	PROPOSED	SECONDED
S Pateman	P Cox	P Davies
G Street	S Haycox	R White
J Belton	P Cox	S Pateman

The Secretary confirmed that the Branch has sufficient Officers and Committee. We could have another four committee members.

Secretary's Note: The Declaration of Acknowledgement of Responsibilities (Section 4 of the MS1 form) was signed by the Officers and Committee immediately after the meeting. The Standard Bearer signed the form at a later date.

16. DELEGATE TO COUNTY CONFERENCE

Delegate to attend County Conference at Newbury RBL Club on Saturday 19th Jan 2018.

The Ceremonial Officer said that he usually attends, but will be away on honeymoon.

No Delegate - There is a Legion rule that to send a delegate to County or National Conference, Branch accounts must have been audited, signed and returned to County HQ. As

this is not the case (see item 9.1) we can't send a delegate. A Branch member could attend as a visitor.

17. DELEGATE TO NATIONAL CONFERENCE

Delegate to attend National Conference at Bournemouth Friday 17th to 19th May 2018

No Delegate – See item 16.

The President suggested that we leave this open.

No Objections.

18. BRANCH ADMINISTRATION AND JOINING FEES:

This item was considered under items 9.3 and 9.4.

19. ANY OTHER BUSINESS:

The President reminded all present that matters raised at this point will not be considered again until the next AGM.

19.1 Date of 2019 AGM

The Secretary raised this matter. He suggested that the AGM is moved away from the first week of the Poppy Appeal and preparations for Remembrance Sunday. He was concerned that with the number of tasks to be completed, something will be missed. The Ceremonial Officer agreed with this.

Key dates are:

- 30th June – end of financial year.
- 30th September – end of Poppy Appeal year.
- The last Tuesday in September 2019 is 24th September.

Dates were suggested and discussed. Other points included:

- The AGM was moved from November to October a few years ago, so it was before the deadline for submitting the County Conference delegate form.
- The Treasurer said that having the AGM closer to the end of the Legion financial year at the end of June may be better.
- There is a limit on the dates a Branch can hold an AGM.

The Chairman suggested that the AGM could be moved to the end of September pending investigations.

Proposal: The AGM is moved to September pending investigation.

Proposed: Secretary

Seconded: Treasurer

CARRIED UNANIMOUSLY

There being no further business the Chairman declared the meeting closed at 21:13 hours.

Harwell Branch Receipts and Payments made in 2017 - 2018

1. Bank and Cash Balances	2012 – 2013 (8 months)	2013 - 14	2014 – 2015 (12 months)	2015 – 2016 (12 months)	2016 – 2017 (12 months)	2017 – 2018 (12 months)	
a. Cash	£0	LOMAS	£0	£0	£0	£0	
b. Lloyds Bank Current Account	£752		£737	£352	£310	£221	
c. BFI Account	£1408		£1176	£1199	£995	£791	
2. Total cash held	£2161		£1913	£1551	£1305	£1012	
3. Total movement on accounts	£315		-£0.73	-£361	-£246	-£292	
4. Other assets held	£0		£0	£0	£0	£0	
5. Gross subs collected							
a. Receipts	£5119	LOMAS	£4745	£464	£278	£196	
b. Membership fees / Club subs	£4163		£3835	£221	£19	£0	
6. Branch Poppy Appeal events	£0		£0	£0	£0	£0	
7. Branch fundraising events	£0		£0	£0	£0	£0	
8. Branch entertainment	£0		£0	£0	£0	£0	
9. Monetary gifts and donations	£30		£20	£0	£0	£0	
10. Interest received	£31		£17	£24	£24	£24	
11. Benevolent expenditure	£0		£0	£0	£0	£0	
12. Branch ceremonial events	£0		£0	£0	£0	£0	
13. Branch Admin	£618		£763	£442	£135	£119	
14. Purchases – badges, wreaths etc.	£75		£0	£0	£228	£228	
15. Other income	£0		£0	£0	£0	£0	
16. Other payments							
a. Food for group meetings	£0		LOMAS	£0	£0	£0	£0
b. County Conf. lunches	£9			£10	£10	£0	£10
c. To Poppy Appeal	£0	£175		£175	£166	£165	
17. TOTAL							
a. Receipts	£5180	LOMAS	£4782	£487	£302	£220	
b. Payments	£4685		£4783	£849	£548	£512	
18. Net increase / decrease in funds	£315		-£0.73	-£361	-£246	-£292	

Green = Receipt Red = Payment

All figures rounded to the nearest pound

Royal British Legion Harwell Branch Accounts 2018

