

The Royal British  
Legion  
Harwell Branch  
BR1805

**Monthly Branch Meeting**  
**Held on 27<sup>th</sup> February 2018**  
**In the Branch Headquarters at Westfield**  
**At 20.00 Hours.**

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**ATTENDANCE:**

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

**COMMITTEE:** None

**MEMBERS:** None

**1. EXHORTATION AND KOHIMA EPITAPH**

The Chairman opened the meeting by welcoming all present; he asked those present to bear in mind past member Brain Harper who passed away recently.

This was followed by the exhortation and silent tribute; he ended with the Kohima Epitaph.

**2. APOLOGIES:** J Belton, H Benton, C S East, R C East, B Mulford, G Street.

**3. MINUTES OF JANUARY 2018 MEETING**

All present had seen the Minutes before the meeting. There were no corrections. On acceptance as a true record they were duly signed by the Chairman.

**4. MATTERS ARISING:**

**4.1 County Certificate**

The County President presented Peter Cox, Secretary, Harwell PAO and Welfare Representative with a County Certificate of Appreciation for his service to the Legion.

The Secretary was very surprised and thanked all present for the award.

**4.2 County Conference Report and Other Items**

The report on the County Conference that had been held over last month was on the agenda for this meeting. The Chairman said that other items would come up under the usual reports.

## **5. ARMISTICE AND REMEMBRANCE SUNDAY SERVICES**

### **5.1 Outstanding Actions**

The Ceremonial Officer's report is on the Branch web page and the Secretary has composed and distributed the third and final version of the Timetables.

## **6. ENROLLMENT OF NEW MEMBERS**

There were no new members this month on the MAP system and one paper application. The applicant was not present:

H. Benton, Chilton Poppy Appeal Organiser

**No Objections.**

## **7. SECRETARY'S REPORT:**

### **7.1 Archive Boxes in club**

Disposal in hand.

### **7.2 Lending Minutes to Harwell History Group and Moving to Oxfordshire History Centre**

In hand.

### **7.3 Branch Web Page**

The Remembrance and Welfare pages have been updated - see items 5.1 and 7.9.

The update to the Poppy Appeal page is in hand – see item 11.6.

### **7.4 Awards**

Consideration for more awards is ongoing.

### **7.5 Distribution of Branch Minutes and AGM Minutes.**

The January 2018 minutes and the February 2018 County Circular were distributed to Committee members via email and printed copies.

The Secretary sent the October, November and January minutes to David Marsh. The October Final and November Initial minutes were on the web site for about a week before being replaced with the November Final and January Initial Minutes.

### **7.6 Printing Costs:**

January Minutes and February County Circular approximately 74 sheets: £ 2.94

Other printing approximately 47 sheets: £ 1.88.

The cartridge shop supplied another (used) small black cartridge free of charge to replace the faulty black cartridge. The printing costs now look sensible as the faulty cartridge only printed about 16 sheets. The Secretary has also had the empty cartridge refilled for £10. The new small black cartridge he got from Tesco for £14 has also now run out.

The small colour cartridge stopped working again and the supplier could not repair it and supplied a remanufactured large colour cartridge for £14. This should last far longer than the small cartridges. (Originals are £27.12 from HP).

### **7.7 2017 AGM Followup**

The minutes are in hand. The County Membership Support Officer did receive the paper copy of the MS1 after the Christmas break.

Back up of files to the “Onedrive” on-line storage is in hand.

The Secretary suggested that the Branch Agendas and Minutes could also be backed up to the MAP portal.

**Agreed by the Meeting**

### **7.8 Poppy Room Booking**

The Club Secretary said that we had not booked the room for last month’s meeting. The Secretary has now booked the room for the remainder of the year with Angela Vaughan who looks after Club bookings and is also the new Chair of the Club Management Committee.

The bookings are all for the last Tuesday in the month apart from December, all starting at 8pm for 2 hours except October which is 3 hours for the AGM and meeting after.

### **7.9 Welfare**

No enquiries.

There is still no reply from Welfare about help for victims of the door step “Council Worker” con. (ref: September 2017 AOB). The Welfare Representative will chase this up.

The Welfare Representative has now submitted last quarters’ Visitor and Volunteer report (0 visits and 0 volunteers). The County Membership Support Officer said that the data may go into this quarter’s report.

The Welfare Representative has removed himself as a contact for enquiries on the Welfare page of the Branch website as all he can do is pass enquiries on to the National Helpline or Area Office and their contact details are on the page.

## **8. MEMBERSHIP SECRETARY’S REPORT**

**CURRENT PAID UP MEMBERSHIP:    stands at 98**

The Secretary reported that it is now possible to join Harwell Branch on-line. However, Harwell RBL Club appears as an option to join even though it closed last year. He will pass this on to the County MSO.

## **9. TREASURER’S REPORT:**

The Treasurer reported that accounts stood as follows as of 15<sup>th</sup> February 2018:

### **HARWELL BRANCH**

<b>Current Account:</b>	<b>£ 243.70</b>
<b>B.F.I. Account</b>	<b><u>£ 1013.80</u></b>
<b><u>Total:</u></b>	<b><u>£ 1257.50</u></b>

### **9.1 BFI Interest**

£6.18 interest was received on 1<sup>st</sup> January 2018.

## **9.2 Membership Fees**

A payment of £190 has been received from headquarters, which is the membership fees from 95 members.

The Membership Secretary said that we have two Life Members, so we are one membership fee down.

## **10. CORRESPONDENCE:**

Items indicated as “printed” will be filed in the “County Circulars” folder in the Club. Other items can be printed on request.

### **10.1 February 2018 County Circular (Printed)**

Attachments:

- Head Office address to County Conference
- South East Area Report
- GP 90 Guide and FAQs

### **10.2 Membership Newsletter February 2018 (Printed)**

- “Saying Thank You to the WW1 Generation” – a year-long initiative including a competition for young people.
- RAF 100th Anniversary – many special events nationwide.
- Have you served in a post WW2 conflict? Share your experiences for this newsletter
- Plant Poppies – various companies can supply them.
- National Memorial Arboretum events
- Poppy Shop has WW1 collection items for sale including Passchendaele 100 pins.
- Battle of Cambrai 100<sup>th</sup> Anniversary video by the Legion.
- Various Poppy Appeal and other events.
- Partners who went overseas with service people and were restricted on employment encouraged to claim National Insurance Credits
- Historical article and Survey

### **10.3 MAP Updates**

- MAP email accounts can no longer be set to forward emails automatically to other email addresses.
- Call for Veterans to participate in an Armed Forces Day event in Llandudno 30th June 2018.
- A Branch is publicising its recruitment and fundraising in a cinema advert.
- Reminder about MAP Code of Conduct, Password Policy and Data Protection.

### **10.4 GP90**

- 995 Branches have registered to attend – only 5 more to reach the target of 1000 Standards on parade.
- Thank you to Branches that have registered.
- 12 Berkshire and Vale Branches have registered.
- The registration deadline is 1<sup>st</sup> March. Please register.

### **10.5 February 2018 Chilton Chronicle**

### **10.6 Team BRIT News**

New sponsors and events

## **10.7 Passing of Brian Harper**

Details of funeral arrangements.

## **10.8 Marketing Emails to the Branch Website Email Address**

104 Items since the January 2018 meeting (4 weeks), two from Google and one funeral notice.

All emails sent to branch@harwellrbl.co.uk are in fact forwarded to a Gmail address: harwellrblbrsec@gmail.com. However, as so many of the emails are spam, the Gmail address started blocking all emails from branch@harwellrbl.co.uk from 21<sup>st</sup> February onwards so the system has broken down. The Secretary will consult David Marsh.

## **11. POPPY APPEAL ORGANISER REPORT:**

### **11.1 BACS Wreath Donations**

Chasing of organisations for missing BACS donations is in hand.

### **11.2 Remaining Stock**

The Harwell PAO has disposed of the tatty trays.

### **11.3 Volunteer Survey**

This closed on 30<sup>th</sup> November, so the Harwell PAO did not participate. It was not mandatory but was asking for your opinion of volunteering for the Legion and what would help.

### **11.4 New Community Fundraiser Sarah Brown**

Sarah Brown will look after the West Berkshire and the Vale which includes Harwell and Chilton. From now on Gaynor Dingley will just look after East Berkshire.

Sarah Brown asked the Vale PAOs to introduce themselves, the Harwell PAO replied with his and the Chilton PAO's Legion history, the way we have split Harwell and Chilton between us, and the events held in the area.

### **11.5 Poppy Walk**

See item 14.1.

### **11.6 Total**

No further donations have been received since the January 2018 meeting.

**Total since 1<sup>st</sup> October 2017 is £4,414.22**

This will go onto the Poppy Appeal web page with an appropriate update.

## **12. STANDARD BEARER REPORT**

### **12.1 Recent Parades**

The Ceremonial Officer said that the Standard has not been paraded since the January 2018 meeting.

### **12.2 D Day Parade and Service 2018**

The Ceremonial Officer formally requested permission to start arrangements for this year's event.

**No Objections – Agreed.**

### **13. COUNTY CONFERENCE REPORT**

The Ceremonial Officer gave the following report:

#### County Conference 2018 – Notes taken by Peter Davies

##### Opening Address by County President – David Drew

Gaynor Dingley, the County Fundraiser has a new member to the team; Sarah Brown. While Gaynor will still oversee the major County events, the role is split geographically with Gaynor looking after the east side of the county, Sarah the west and thus becomes the community fundraiser contact for Harwell Branch.

There is a change in policy from the Charity Commission coming in later this year regarding data protection. We should expect guidance later this year on how it affects Branches but the message is do not shoot the messengers, this comes from above HQ. (the changes will include what data we hold on our members and how this should be stored).

The RBL was fined last year for not complying with the rules in place in 2017, lets all be compliant in time for the changes coming into force in May.

Berkshire County are planning for a 100<sup>th</sup> Anniversary of the end of WWI on 3<sup>rd</sup> November. The Newbury Raceday Poppy Launch on 27<sup>th</sup> October is set to be a big event with a Royal in attendance.

##### County Chairman's Report (Angela Logue)

The last year is the first time in Jennifer's time that the membership within the County has gone up, the majority of Branches have increased or maintained membership last year.

The Chairman encouraged us all to attend GP90 (the Great pilgrimage to Ypres and the Menin Gate) to represent the Branch and RBL, it promises to be a great trip.

This is the final duty for Angela Logue as County Chairman, Andy Gale takes on the role from 2018 with Jim Sibbald acting as deputy.

##### County Strategic Plan (Andy Gale)

All Branches are encouraged to register on the Branch Community Support (BCS) System as it helps provide funds to any welfare cases which come to our attention.

##### Area Report (Patricia Chadwick)

The average age of beneficiaries across the South East Midlands Area has dropped to 56, for the County this is 57. Take out the mobility cases (mobility scooters etc) this is likely to drop further – a RBL beneficiary is not and should not be seen as a retired veteran.

##### Fundraising County report (Gaynor Dingley)

The county has raised £881,000 to date for the poppy year and we will of course be aiming for £1,000,000 again. (We're currently 5% up on the previous year).

Nationally the pot sits at £151 Million

The South East Midlands Region sits at £5.2million – All Counties except Berkshire raise £1million we hope to change this!

##### Address by Mr R Bedford, Trustee and representative from HQ

A big push for Branches to attend GP90 > funds could be made available either from County or Nationally if Branches are struggling to raise the £1000 required to attend.

Those Branch Standards that attend will be awarded an pennant in recognition of the pilgrimage.

2018 sees a “thank you” campaign to those who lost their lives during War.

At National Conference cups and shields are awarded. Although some are based on stats others are by (self) nomination awards which are left un-awarded and have been for several years simply because no nominations have been received – please please consider putting in a nomination!

#### Other

The Raffle on the day raised £213

Peter Davies was re-elected as the County Youth Officer as such stands for another 3x years.

The Rowebowl cup, awarded to the “large Branch” (with 300+ members) with highest growth in membership – went to Arborfield

The Humphry Cup, awarded to the “small branch” (less than 300 members) with highest growth in membership – went to Abingdon.

Discussion ensued including:

The County President said that Head Office had released personal details three years ago and paid a fine.

The Data Protection legislation is European, but it is likely to be retained after Brexit. The Legion must ask everybody if they are content for their details to be used by the Legion – for example Branch Officers’ details can only be published in the County Handbook with their permission. People can opt out at any time, in which case their email addresses and / or personal details must be removed from everywhere that they are stored. This is to prevent the data falling into the wrong hands. It will take time to put in place.

The 90-day password renewal policy for MAP accounts is part of this.

#### **14. ANY OTHER BUSINESS:**

##### **14.1 Poppy Walk 6<sup>th</sup> May 2018**

The County President said that this will be the same as last year. He requested volunteers to be at the Harwellian Club or at the checkpoints – this may interest people that want to help but don’t want to walk.

##### **14.2 Great Pilgrimage 90**

The County President asked if the Branch was attending and it was stated that we were not.

##### **14.3 Armed Forces Day Parade Wantage 23<sup>rd</sup> June 2018**

The County President said that this will take place in Wantage Park and not in the Square. There will be more Service displays and possibly a helicopter and bands etc. as last year, more information in the County Circular.

#### **15. DATE OF NEXT MEETING: 27<sup>th</sup> March 2018**

There being no further business the Chairman closed the meeting at 20:30 hours.