



ROYAL BRITISH LEGION

Harwell Branch

BRI805

**Monthly Branch Committee Meeting  
Held on 8<sup>th</sup> January 2026  
In the Committee Room at the Village Hall High Street Harwell  
At 18.15 Hours.**

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**ATTENDANCE:**

R. White - President  
T. Pearson - Chair  
P. Sedwards - Vice Chair and Ceremonial Officer  
P. Cox - Secretary, Harwell Poppy Appeal Organiser (PAO) and Welfare Representative.  
S. Haycox - Treasurer

**COMMITTEE:** H. Benton, Chilton Poppy Appeal Organiser.

**MEMBERS:** T. Hart

**1. WELCOME**

T Pearson opened the meeting and welcomed all present.

**2. EXHORTATION AND KOHIMA EPITAPH**

R White gave the Exhortation and silent tribute; he ended with the Kohima Epitaph.

**3. APOLOGIES:** N Mcnamee.

**4. MINUTES OF THE OCTOBER 2025 COMMITTEE MEETING**

The minutes were circulated prior to the meeting. There were the following corrections:

**Item 7.5 October Agenda and correspondence report and September minutes.**

“and” removed

**Item 7.10 Correspondence from Legion County Office and National Headquarters:**

E Newsletter is **September** not **October**

The Remember Bosnia commemoration is in **December** not **November**.

**Item 10.1 VJ Day Pub Collection**

Corrected spelling of **Crown** and “**George and Dragon**” changed to “**George at Upton**”

### Item 10.2.1

“..pubs and the year-round boxes she left there **are empty,**” changed to “..**had little in them**”

“**George and Dragon**” changed to “**George at Upton**”.

### Item 10.2.2

“**Chilton fields**” changed to “**Chilton Field**”.

The corrected minutes were approved as a true record and signed by T Pearson.

## 5. MATTERS ARISING FROM THE OCTOBER 2025 MINUTES

None

## 6. REMEMBRANCE AND ARMISTICE 2025

P Cox reported

He recorded the approximate times that the roads were closed and opened and the times of the parade for Remembrance Sunday. The times complied with the usual timings requested from the Vale of the White Horse District Council (VoWHDC). P Cox can send these to T Pearson and T Hart if required.

**Agreed – P Cox to send 2025 timings.**

He started recording the timings many years ago when he applied for the road closures to the VoWHDC. However, the Harwell Parish Council applies for these now, so he suggested that he won't do this in 2026.

T Pearson said that this should be done by the Parish Council. T Hart said that it would be worth asking them to ensure they pick this task up.

P Cox sent an article to the Harwell News.

## 7. HARWELL FEAST

T Pearson introduced this item: A family member has offered to compose a design and already drawn some illustrations which T Pearson showed to those present.

Discussion ensued including the following:

- *What is the cost and what is the deadline?*  
T Hart said that the Feast provided the trailer with some hay bales, tractor, and driver at no cost. The trailer can be made available for decorating up to 1 week in advance for decoration. We need to let the Feast committee know 3 or 4 weeks before.
- T Pearson said that we need to get our faces out in the community, otherwise the Branch is only seen at Remembrance. We could have a float and stall.  
There was general agreement that this would be good for visibility.
- We need to have the right messaging explaining the significance of the Legion's work and what we do, similar to the RBL national messaging.
- The messaging should be clear and concise.
- It will be a lot of work, particularly on our own.

## Participants

- It will send the wrong message if we do not have many people on the float.
- We could ask other local organisations to work with us, such as the Chilton schools or pubs, Harwellian Club, and Riders Branch, though they are likely to be busy or already committed on Feast Day.
- H Benton said that the George at Upton already had a collecting box and tray for Remembrance form someone else so may be committed elsewhere.
- A couple of Committee members said that they are unavailable.
- It is half-term week so many people will be away.
- We could email the Branch members to gauge interest.
- The email should ask if members are interested or not.
- There should be a deadline for reply.

P Cox suggested that he drafts an email for review by T Hart and T Pearson.

**Agreed.**

## **8. MATTERS FOR COUNTY CONFERENCE**

T Pearson asked if there were any matters that she should raise:

H Benton said that people had mentioned that the paper Poppies are very hard to pin on. H Benton added that she had sold more of the metal pin badges. The paper Poppies could have holes punched in them to make this easier.

**There was general agreement to this and no objections.**

## **9. SECRETARY'S REPORT**

P Cox thanked the Committee for giving him the Branch Citation at the AGM. He was lost for words at the time and is deeply moved and touched.

P Cox reported:

### **9.1 Website**

P Cox will send a letter of thanks to D Marsh now that the payment for the website has gone through.

### **9.2 Presidents Jewel and Ceremonial Equipment:**

P Cox will arrange for engraving of the sling badge and slide bar.

### **9.3 Documents from the Previous Secretary**

P Cox has not yet shredded the membership lists and other documents.

### **9.4 January Agenda and Correspondence report, and October Minutes**

These were and circulated by email and printed copy.

The new black cartridge is in use. He will obtain another as a spare.

There was more printing since the October meeting including the AGM notices and fliers.

### **9.5 Meeting Room Payment**

P Cox informed the Village Hall administrator that the December meeting was cancelled and booked the room for August 2026. They transferred the booking at no charge and sent a credit note.

The hire fees are going up from 6th January from £6.30 to £8 per hour = £16 per meeting instead of £12.60. before discount. Any bookings made before the 6th of January will be charged at the old rate, so P Cox booked the meeting room for September, October, November and December. Payment is not due yet.

## **9.6 AGM Preparation**

### **Notice, Agenda and Nominations Sheet**

The documents were approved by T Pearson and P Cox distributed them to members:

26 sent by email. We have a couple more email addresses than first thought, and two new members provided their emails when joining.

9 printed copies delivered by hand: 7 by P Cox in Harwell, one each by H Benton and S Haycox- thank you.

10 printed copies were sent by post to Didcot, Blewbury and Challow. These were sent later than planned, so P Cox donated first class postage for these.

P Cox did not send the documents to one member as he was in a care home. He tried to find out how the member was.

This is the first time that we have written to all members for many years, and the documents were sent out later than planned. This year's AGM will be better as the documents are written so should just need minor changes.

### **2019 AGM Minutes**

P Cox wrote up his notes, but one report was missing so the minutes were not issued.

### **Flier for Remembrance Sunday Service**

P Cox composed a flier to advertise Branch membership and the AGM as discussed at the October meeting. P Sedwards arranged printing of a large number - thank you, and P Cox printed some too. P Sedwards and H Benton distributed these at the Commemoration.

## **9.7 AGM Follow Up Actions**

### **MS1 Branch Information Form and MS1B Standard Bearer Form**

P Cox sent these forms to the new County Membership Support Officer D Bradshaw and congratulated him on his appointment. D Bradshaw replied with thanks and said that he can visit the Branch.

### **County Conference Delegate Form.**

**P Cox** chased up the County MSO and Chair to send us the delegate and lunch forms. He sent in the delegate form for T Pearson. She did not want lunch.

### **National Conference Delegate Registration**

T Pearson will register as Branch delegate when registration opens shortly.

## **9.8 Welfare**

No enquiries received since the October meeting.

## **9.9 Membership**

Some sad news to start the New Year: Branch Life Member Roy Slatter has passed away. His funeral was on Wednesday 7th January at Harwell Church.

H Benton liaised with the Harwell Church clergy who talked to the family. P Cox informed the Committee and County President D Drew who lived in Harwell for many years.

H Benton and D Drew attended the funeral in a personal capacity.

Roy Slatter was awarded the Branch Certificate of Appreciation in 1976, County Certificate of Appreciation in 1985, Gold Badge in 1996 and Life Membership for his lifetime of service to the Legion.

His served on the Branch Committee, Vale of the White Horse Group Committee and County Committee. He also served as Branch Standard Bearer.

Whilst less active in recent years, he still took an interest in Branch activities and attended Remembrance Sunday Services until very recently.

H Benton said that the funeral eulogy included his RBL service and that he was Standard Bearer at the Cenotaph Service and Festival of Remembrance at the Albert Hall.

P Cox sent a sympathy card on behalf of the Offices and Committee to Mrs. Slatter and family.

### **Membership**

The Branch has 44 members as of the latest report on Sunday 4th January.

**October renewals:** 36 due and 34 renewed.

Two members did not renew and have now lapsed. (Members have 3 months after the renewal date to pay before they lapse and are removed from the Branch membership list).

**November renewals:** 2 due, one has renewed so far.

No renewals were due in December or January.

### **9.10 Correspondence**

P Cox reported that correspondence received since the October 2025 meeting includes the following items:

#### **Correspondence from Legion County Office and National Headquarters:**

#### **Membership Newsletter October 2025**

Articles include:

- The Poppy Appeal has started.
- Festival of Remembrance and other Remembrance Events
- Resources for Schools for Remembrance
- The RBL's Political Neutrality
- Veterans With Dogs wins award – a charity supported by the RBL.
- Help support our campaign for a stronger Military Covenant between the government and Armed Forces Veterans.
- Research on wellbeing of LGBTQ+ people since the ban on serving in the Armed Forces was lifted – contributions invited.
- Recognising the award winners at the English Veterans Awards and the LGBTQ+ Defence Awards.

- Sir Clive Johnstone award for unity – nominations now open.
- National Trustee Elections soon.
- Extra RBL Strategy Roadshow,
- Annual Conference Brighton 2026.
- Stories of resilience and strength – Black History month.
- Legion Magazine is available online.

### **Membership Newsletter November 2025**

Articles include:

- How we marked Remembrance.
- Albert Hall Festival of Remembrance.
- Thank you for your support of the Poppy Appeal 2025
- Join Poppy Appeal 2026.
- RBL has partnered with Liverpool John Moores University and British Futures to launch the Forgotten Army touring exhibition, honouring the 2.5 million soldiers of the South Asian Army
- Quarterly Town Hall meetings online. Hear from Membership leaders and learn more about RBL and the contribution your membership makes. Questions welcome.
- If your hearing was affected by your time in the UK Armed Forces, you may be entitled to compensation. Get in touch with our Contact Centre on 0808 802 8080 to check eligibility. You must make any claims that are not under the Armed Forces Compensation Scheme or Service Pension Order before 30th January 2026.
- New campaign: Keep the Covenant Promise, urges the government to provide consistent, meaningful support for serving personnel, veterans, their families and the bereaved. Details on the Legion website.
- Pedal the Somme 2026 – Sponsored cycle ride commemorating the 110th Anniversary of the battle.
- Special offers for Annual Conference attendees.

### **Membership Newsletter December 2025**

Articles Include:

- Christmas Message from the National Chair.
- Summary of events in 2025.
- Nominations are open for National Elections 2025.
- Summary of How the RBL helped the Armed Forces Community in 2025
- Commemoration of the 30th Anniversary of the end of the Bosnia War.
- Invitation for Veterans to join Team UK at the Invictus Games Birmingham 2027.
- Thank you for your help in fundraising during 2025
- Hearing impairment in UK veterans: what research shows.
- Registration for Annual Conference opens soon.
- Launch of RBL Online Gamers Group.

### **Central News November 2025**

Articles include:

- Membership Roadshows – recordings and extra dates
- New Youth Membership offer.
- Safeguarding and reporting – what to do when a concern arises.
- Media enquiries and resources during Remembrance.
- Branch social funds.
- How to order “Gizzits” – give away items for stalls at fetes etc, deadline for ordering for the Summer is 15th April.

- Annual Conference motions and voting.
- Nominations open for National Membership Awards.
- Nominations open for National Trustee Elections 2025-26
- Contactless fundraising.
- Resources for schools to teach Remembrance.
- New partnership with the UK Men's Sheds association.
- Support our campaign for a stronger Military Covenant between the Government and Armed Forces Veterans.
- Officers and committee should have one RBL Community account for each role.
- Railway nameplate "The British Legion" donated to the RBL. Passed on to the Bahamas Locomotive Society at Ingrow, Yorkshire and £3000 donation to the RBL in lieu.
- Back from the Brink – the revival of Old Catton Branch
- Membership version of Central News.

### **Central News December 2025**

Articles include.

- New Membership Application form launches 1st January 2026
- Membership Townhall meeting 6th February online.
- Registration for Annual Conference opens 15th January 2026.
- Nominate people for the King's New Year Honours 2027.
- Reminder to submit MS1 Form before 31st December.
- Time is running out to nominate candidates for the National Trustee Elections.
- Charity fraud awareness campaign.
- The importance of maintaining political neutrality
- Thank you for your support of the Poppy Appeal.
- Thank you for attending the Strategy Roadshow. Resources available.
- 40% savings in buildings insurance secured for Legion Clubs.
- New RBL Online Gamers group.
- Moving musical Tribute for Remembrance by Farnborough Branch
- Rushden Branch is working with a local older people's charity "Serve", many of whose beneficiaries are veterans.
- A Poppy Red Sky in Canada – red Northern lights on Remembrance Sunday.
- Frecheville Branch in Sheffield has fundraised and put up a memorial to an RAF Pilot who guided his plane away from houses in 1951.
- Membership version of Central News.

### **Central News January 2026**

- Registration for Annual Conference opens next week.
- Nominate Branches or members for national Membership awards
- Last chance to nominate Candidates for National Trustee Elections
- Townhall Online Meeting February 6th Online. For all members.
- New membership application form available.
- New Youth Membership starts now
- Nominate members for National Meritorious Awards – Gold Badge, National Life Membership and National Certificate of Appreciation.
- County Chairs briefing pack will be available after the County Chairs seminar.
- UK Men's Sheds and RBL celebrate camaraderie and connection – new partnership.
- Aspire leadership training course will be run again this year.
- New strategy to link with schools – "Connect" and "Remember".

### **Berkshire County Conference Calling Notice**

- On Saturday 24th January 2026 at Newbury Royal British Legion.
- Delegate, visitor, and lunch order form
- Nomination form for County Committee, County Conference Committee
- Nomination form to host County Conference.
- Covering documentation for Motions / Motions of Urgency

### **Berkshire County Conference Documents**

- Final Agenda
- Minutes of the 103rd County Conference held on Saturday 18th January 2025
- Annual Accounts for the period 1st July 2024 – 30th June 2025

### **New Membership Youth Policy** See also item 12.4

- Includes requirements for working with anyone under 18.
- Branch Officers should read the policy.
- New requirements for Disclosure and Barring Service (DBS) checks and training.
- There must be a responsible adult for all under 18s taking part in RBL activities or meetings.

### **Members Passed On to a Higher Service**

- Chris Green, Newbury Branch, past chairman of Newbury Branch and RBL Club.
- Tony McClements, Arborfield Branch, past National Standard Bearer.

### **Political Impartiality** Including:

As we approach the Remembrance period, we would like to reaffirm RBL's position as a non-partisan organisation and therefore the importance of our neutrality.

We ask for your support to ensure the Poppy Appeal, the Poppy, and remembrance activity are not used as a platform to express political views. The Poppy is a symbol of Remembrance and hope for a peaceful future, worn to honour the service and sacrifice of the Armed Forces community. It belongs to no political, religious or ideological group, and we will not allow its use in support of any political agenda.

### **MEO Newsletter Berkshire County December 2025**

- Christmas and New Year Greetings from the new County MEO Derek Bradshaw.
- Reminder of County Conference Saturday 24th January 2026.
- Reminder to submit MS1 forms.
- Use RBL Committee email addresses for official correspondence. Training is available.
- Use the RBL self-service online portal to keep your personal contact details up to date.

### **MEO Newsletter Berkshire County January 2026**

- Reminder to submit MS1 forms.
- The Chair of Honiton RBL, an author of history and verse is writing a book of War Poetry, proceeds to the Poppy Appeal. Contributions requested on this subject.
- Reminder to use RBL Community emails for RBL business.
- Use the learning platform "Discover" for all members to register for Legion Courses, both online and instructor led (online and face to face). Register using your personal email.
- RBL Community email addresses allow access to the Membership Application Portal with access to Legion documents and forms, and Branch information. Also access to Engage – for chat and asking questions, and Teams for meetings.

- County Conference is this month.
- Use the self-service portal on the Legion Website to amend your personal contact information and ensure you stay in touch.

### **In Memoriam for County Conference**

- Request from County Secretary for names of members passed on in the last year to be included.

P Cox suggested that this includes Roy Slatter and Geoff Street.

### **Correspondence from Other Organisations**

#### **November 2025 Chilton Chronicle**

Notice of Chilton Remembrance Service and Act of Remembrance.

#### **December 2025 Chilton Chronicle**

District Councillors report mentions the Harwell Remembrance Parade.

#### **January 2026 Chilton Chronicle**

Includes Poppy Appeal Report from the Chilton PAO.

#### **Christmas Greetings from Moderna**

#### **Forces to Fusion event 22nd January 2026**

- For those thinking about leaving the armed forces, or leaving soon, or now a veteran.
- To meet the nuclear fusion industry and to discuss job opportunities, skills they are looking for or wish to develop.
- All arms, branches, trades and ranks are welcome to attend.
- The event will include a careers fair, networking opportunities with veterans who work in fusion - they are in the industry and can suggest and advise on CV content for jobs in Fusion.

#### **Harwell News December 2025**

Includes articles on Remembrance Sunday and Armistice parades.

#### **Oxford Manor Care Home – invitation to Local Organisations**

Explore ways we might collaborate – Joint events, volunteering activities or community initiatives that promote inclusion or wellbeing.

#### **Oxford Manor Care Home Butterfly Café**

First Saturday of every month. A warm, welcoming space for people living with dementia, their families, friends, carers, and members of the local community.

#### **Bishop Cleeve Care Home Community Café**

Run by Advinia Health Care – who also own the Oxford Manor Care Home.

### **9.11 Distribution of Correspondence.**

T Pearson raised this matter as the current arrangement of the P Cox forwarding all emails to the Committee and producing and circulating a summary list is a lot of work to do.

Discussion ensued and it was suggested that P Cox consider which option is more efficient.

## **10. TREASURER'S REPORT**

S Haycox reported:

### **10.1 Branch Funds**

S Haycox said that he is still waiting for the most recent BFI and current account statements, so the following figures are approximate:

#### **HARWELL BRANCH**

<b>Branch Funds Initiative (BFI). Account</b>	<b>£ 372</b>
<b>Current Account:</b>	<b><u>£ 246</u></b>
<b><u>Total:</u></b>	<b><u>£ 618</u></b>

### **10.2 Funds Transfer from the Legacy Trust to the Current Account**

T Pearson said that the flypast for D Day has typically cost £300 and we would need to apply for funds from the Legacy Trust to cover the cost. We should apply soon because of the time taken for the County Committee and National to approve the transfer.

Discussion ensued:

*When was the last Flypast? It is difficult to see due to the trees.*

P cox said that the flypast was cancelled in 2025 due to the poor weather forecast. The owners hoped to bring over a small glider by road to display on the ground, but the weather forecast deteriorated so much that it was not possible.

This, and the previous few years flypasts and displays, were arranged by R Pillans, formerly of the Historic Army Aircraft Flight charity. He planned the flying, sourced the aircraft and pilot, applied to the Civil Aviation Authority for clearance, and was ground controller in radio contact with the pilot on the day. In 2024 the aircraft was a Tiger Moth of the Diamond 9 display team.

The Moderna buildings are now occupied, and this will affect what can be done – already a consideration in 2025.

T Hart said that relatively few people attend the D Day service compared to Remembrance Sunday.

P Sedwards said that he could approach a local person owns a historic aircraft who may be interested.

S Haycox said that £500 should be sufficient to cover the cost.

## **11. STANDARD BEARER REPORT**

P Sedwards said that he had nothing to report.

## **12. POPPY APPEAL ORGANISERS (PAO) REPORT**

### **12.1 2025 Poppy Appeal, Chilton**

H Benton reported:

We had a very successful Poppy Appeal this year. House to house collections in Chilton plus the boxes and collecting tins in the Curie Avenue shops and businesses raised a total of £1,836.06 for the 2025 Royal British Legion Poppy Appeal. Across the district we also raised £473.50 by QR Codes. The District total (Chilton with Harwell) was £3,978.54.

I have delivered thank you cards to all of the house-to-house collectors and posters to the businesses in and around Curie Avenue.

The Crown at Chilton continues to have collecting tins for the year.

Thank you to everyone for their generosity and a special thanks to all of the house-to-house collectors and businesses that had collecting tins.

It is a higher total than previous years.

T Hart said that the Chilton total was very good especially considering Chilton is a smaller village than Harwell.

**Agreed by All Present.**

P Cox reported.

### **12.2 D Day**

P Cox will send back the damaged wreaths. The wreaths for Remembrance all arrived in good condition. Appropriate actions were suggested for the lost property ring.

### **12.3 2025 November Appeal.**

The merchandise and wreaths arrived on time and all in good condition. We also received two school packs and two card terminals.

### **12.4 House to House Collections**

P Cox contacted the 3 people interested from 2024. One collected and there was one new collector – thank you Tim Hart. So, there were 2 collectors in all, the same as last year. Also, the regular family collection from a previous collector.

### **2026 House to House Collectors and Youth Policy**

P Cox will advertise on Facebook in the summer and approach the Explorer Scouts.

Discussion ensued regarding the effect of new Youth Policy on Poppy Appeal collecting. T Pearson said that some of the Explorers are over 18 so it will not apply to them. H Benton agreed and said that over 18s do not need a chaperone for house to house collecting or a table-top collection.

T Hart said that he would have a look at the policy in detail.

### **12.5 Harwell Shops and Business Collections**

P Cox distributed 29 boxes and trays, the same as last year. They went to the usual locations as detailed at the October meeting. There was one new location - Moderna - which had two

boxes. There was one less box at RAL and Ricardo. This was discussed briefly and P Cox will check the 2024 totals collected for these boxes and will talk to the contacts concerned in due course. He will approach Mitie Cleaning in 2026.

### **12.6 Wooden Crosses for Harwell Commonwealth War Graves**

P Cox put out approx. 67 crosses on the graves of the fallen. He asked for a donation from the Branch. This can be any amount.

T Pearson proposed a donation of £34.

**No Objections.**

### **12.7 Remembrance Sunday Buckets Collection**

H Benton and Paul Sedwards collected **£173.62**.

Paul Parlett also collected – this sum is included in the house-to-house total.

### **12.8 Counting of Collection**

S Brown, County Poppy Appeal Manger, delivered the collecting red boxes to the Counting Centre. The boxes were counted, the cash paid in, and the totals per box were sent to us. They also sent the empty boxes to Poppy Appeal headquarters.

### **12.9 Return of Stock**

P Cox sent most of stock and the unused collecting boxes back to Poppy Appeal headquarters just before Christmas. The card terminals were also returned.

H Benton is storing the merchandise trays - thank you. P Cox has a few crosses and long-stemmed Poppies for D Day.

### **12.10 Harwell and District Totals**

Harwell Contactless: **£72**.

**Harwell Total** (including Remembrance Sunday buckets): **£1,668.98 (£1,879.72 in 2024)**

H Benton said that she did not put QR codes on the Chilton house-to-house boxes, just on the shops so a higher proportion of the QR code total below will have come from Harwell Village and the Campus in particular.

#### **District Totals:**

Contactless £422 (and £50 wreaths) (£291 in 2024)

QR Code: £421 (£252.50 in 2024)

House to house, business and schools: £3,978.54 (£3,853.54 in 2024)

H Benton has sent an article to the Chilton Chronicle and P Cox will send an article to the Harwell News and could send one to the Branch members by email.

P Cox submitted the annual return to Poppy Appeal headquarters. This includes the totals of cash and cheques paid in.

P Cox has written thank you cards and posters, and letters to the two house-to-house collectors. He has distributed half and will deliver the rest soon.

**Thank you to all who donated to the collection or helped by distributing boxes or collecting house to house.**

### **12.11 Wreaths**

14 wreaths were distributed to 13 organisations. Most of these were distributed before Remembrance Sunday and a couple were given out at Townsend.

6 organisations supplied their own wreath.

There was an extra order for United Kingdom Atomic Energy Authority (UKAEA). P Sedwards said that this was probably for the Culham Science Centre not the Campus.

**£207.25** has been paid by cash or cheque.

Three more payments made by invoice and BACS transfer are to be confirmed.

The Poppy Appeal handbook advises against using BACS if possible because these go to a headquarters account. Because of the large number of payments, it can be difficult to track them down and allocate them to the correct collecting district. (Poppy Appeal donations must not be paid into Branch accounts)

P Cox asked for payment for two wreaths with Legion badges at £28.50 each = £57. A cheque for this amount was provided after the meeting.

## **13. ANY OTHER BUSINESS**

### **13.1 Standard Bearer and Parade Marshal Courses**

T Hart said that he had emailed Angela Logue, County Parade Marshal about the training. She replied that she will send the dates and there are regional Standard Bearer competitions next month. He will keep enquiring.

## **14. CONFIRM DATE AND VENUE OF FEBRUARY MEETING**

T Pearson said that the next meeting will be on Thursday 12<sup>th</sup> February, at 18:15 in the Village Hall Committee Room.

There being no further business the Chair closed the meeting at 19:15 hours.

**Minutes approved at the Branch meeting held on \_\_\_\_\_**

**Chair \_\_\_\_\_**