



ROYAL BRITISH LEGION

Harwell Branch

BRI805

**Monthly Branch Committee Meeting
Held on 9th April 2026
In the Committee Room at the Village Hall High Street Harwell
At 18.15 Hours.**

ATTENDANCE:

A. Logue	- County Parade Marshal
R. White	- President
T. Pearson	- Chair
P. Cox	- Secretary, Harwell Poppy Appeal Organiser (PAO) and Welfare Representative.
S. Haycox	- Treasurer

COMMITTEE:

H. Benton	Chilton Poppy Appeal Organiser.
T. Hart	Standard Bearer

MEMBERS: None.

1. WELCOME

T Pearson opened the meeting and welcomed A Logue and all present to the meeting.

2. EXHORTATION AND KOHIMA EPITAPH

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

3. APOLOGIES: N. Mcnamee and P. Sedwards.

4. MINUTES OF THE MARCH 2026 COMMITTEE MEETING

The Minutes were circulated prior to the meeting. There were no corrections.

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

5. MATTERS ARISING FROM THE MARCH 2026 MINUTES

None.

6. HARWELL FEAST 25th MAY 2026

T Pearson said that she has booked two plots totalling 6m by 3m for a stand. One plot is free and we pay for the other.

T Pearson had attended the recent Chairman's Update meeting at Tilehurst RBL Club. She met Colin Edwards, Tilehurst PAO. He offered to bring games over to help us raise some money for the Branches. He can also bring a gazebo and seats etc.

Discussion ensued including:

- P Cox has ordered some more "Gizzits" from County including festival bands, fuzzy bugs, trolley key rings and pens. He stated on the form that attendance is 3000 to 4000.
- A Logue said that we can take a donation if offered for Gizzits. See also item 11.4.
- T Pearson said that C Edwards is bringing a coconut shy and we can get some sweets to give away too.
- A Logue said that she has a "Hook A Duck" game which children like. H Benton said that she had run this with A Logue some years ago at the Chilton Festival.
- H Benton is not available for the Feast.
- A Logue said that a tombola is good. It was suggested that people can donate items for this or ask for prizes from the local shops.

7. D DAY 2026

7.1 Invitations

T Pearson reported:

National Trustee Jim Sibbald has accepted our invitation to be Guest of Honour, and County President David Drew will be Master of Ceremonies, the same as last year. We could consider inviting a different Guest of Honour next year, such as the High Sheriff.

L Atkins, National Chair, was invited but is attending the Scottish Legion Conference. We will invite her again next year.

Other invitations have been sent out and replies are coming back slowly.

P Cox mentioned some more invitations and requests for help to send:

Harwell with Chilton Churches - to run the service. H Benton said that Rev J Parsons was unavailable so this should be sent D Evans at the Church office. Rev P Rolls or Curate S Reeves may be running the service.

Ferret Armoured car (owner J Sanderson). It was thought that the car had not been exhibited since the new road layout for the Moderna buildings. This was discussed and it was agreed that this is held over until next year.

Oxford Manor Care Home. This home is much nearer than Valerian Court who we invite. T Pearson said that we should invite them. **Agreed.**

7.2 Publicity

P Cox suggested that he writes articles for the Chilton Chronicle, and Harwell News. T Pearson said that her daughter could compose a poster. Details could also be posted on facebook. **Agreed.**

7.3 Wreaths

P Cox asked if the Branch wants an RBL wreath. **Agreed.**

7.4 Arrangements

Gardens

T Hart said that work is being carried out on the gardens around the stone. It was stated that P Sedwards is in contact with the people concerned.

Gazebo and wet weather

A Logue said that if it is dry, we should not put up a gazebo as it will be in the way of the parade. If it does rain again, we should not parade the Standards because they can be badly damaged.

A Logue said that she is also running a parade in Newbury in the morning. She added that she will be available only until next year when she will be stepping down.

T Pearson said that T Hart and P Sedwards will attend Parade Marshal training. See item **10**.

A Logue added that in D Day parade, she keeps the youth Standard Bearers at order rather than dip the Standards. She runs training for youth Standard Bearers.

T Pearson asked if any of our local village group Standard Bearers could attend?

A Logue said that they could, but some groups pick a Standard Bearer on the day. If there is someone that is keen, encourage them to attend.

8. SECRETARY'S REPORT

P Cox reported:

8.1 March Minutes and April Meeting Documents

T Pearson wrote the March minutes. P Cox circulated these with the April agenda and correspondence report. A low volume of printing this month. P Cox has started the spare black cartridge and will obtain another.

8.2 Welfare

No enquiries have been received since the March meeting.

The limit that registered BCS Supporters can spend from Branch funds on a small, one-off gift for a beneficiary has been increased from £20 to £50. Harwell Branch does not have anyone registered though.

Also, BCS volunteers can only talk to the Legion Contact Centre on behalf of the beneficiary if they are present, or with written permission. A Logue added that the supporter can visit and explain the options.

8.3 Membership

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

This still includes the late Roy Slatter. The County MSO confirmed that we have to wait for the family to contact the RBL. We can explain this to the family if we are in touch.

Committee members did not think that we should do this at such a difficult time.

A Logue said that she will talk to County Chair R Edgington about this. Mr Slatter was mentioned under In Memoria at the County Conference.

8.4 Renewals

No renewals in December, January April or May.

February: One due – yet to renew otherwise their membership will lapse at the end of April.

March: Two due, both renewed.

8.5 Correspondence

P Cox reported that correspondence received since the March 2026 meeting includes:

Correspondence from Legion County Office and National Headquarters:

Membership Newsletter March 2026

Articles include:

- The National Memorial Arboretum (NMA) will be integrated with the RBL. It will be at the heart of the Legion Strategy to 2035, helping to celebrate our story, evolve Remembrance, and widen participation.
- Supporting overseas Branches.
- Remembering the Iraq War 15 years on. Commemoration at the NMA in May – registration required.
- Vote in the upcoming National Elections.
- Survey on Veterans experiences of Veterans Welfare Service by the University of Surrey.
- Festival of Remembrance tickets – ballot opens on 27th May and closes 24th June.
- Cycling challenges – Poppy Rides in Kent and Shropshire and Pedal the Somme.
- Register to attend the National Conference Online until 6th April.
- Online Town Hall meeting on 20th April.
- Historical article on Jump for Heroes parachute jumps in 2013.

Berkshire County News

Articles include:

- The Berkshire County page of the national website has been updated with Branch details.
- Branch Officers or Committee members that have a RBL Community email address should access it regularly or it will be disabled.
- The Good Branch Guide is on the MAP which has ideas for Branch activities etc.
- Armed forces Breakfast Clubs, details are on the afbc.com website. A club meets in Didcot.
- Branch Officers should complete the online Safeguarding Course
- Annual Conference deadlines.
- National Elections - CVs of candidates and deadlines.
- Upcoming Branch events across Berkshire and Buckinghamshire.
- Use the Legion portal to update your contact details so that the Legion can stay in touch.

Annual Conference 2026 March Special Circular

- Provisional agenda, venue and travel information, and how to register.
- Annual Conference 2026 Motions Booklet – subject to additions and amendments.
- Standing Orders of Conference (online link)
- 2025 Resolutions Booklet (with 2026 updates)
- Minutes of Annual Conference 2025.
- Form for those attending the Membership Forum to submit questions in advance.

Correspondence from Other Organisations

April 2026 Chilton Chronicle

- Public consultation on the Harwell Campus Vision 2050. Deadline is 10th April.
<https://www.harwellcampus.com/future-vision/>
- Years 1 to 5 mentions “New installations explaining our history and heritage” but no other details.

Recent Items (received since the report was circulated)

Central News April 2026 Officers Version

- [Status of Youth Membership – current changes are temporary.](#)
- [RBL’s Engagement with Northern Ireland Troubles Bill.](#)
- Changes to Branch Property Trusts.
- Reminder to Vote in RBL Elections. Deadline is 5pm Thursday 9th April.
- [Annual Conference Information - as already circulated and Annual Report will be on the RBL Governance Page from 1st May.](#)
- Membership Grants – as already circulated,
- Funding is available for Iraq War / Op. Telic Commemorations.
- BCS One off Gift for Veterans in Need increased from £20 to £50 from Branch Funds
- [Online Townhall Meeting \(Legion Q and A\) on 20 April 2026](#)
- [New Fireside Chat series with Beneficiaries starting on 22 April](#)
- [Supporting Beneficiaries – Encourage the Veteran to phone the contact number themselves for confidentiality or a member can phone on their behalf with verbal permission \(if they are there\) or written permission via a form.](#)
- [Safeguarding – report any concerns and contact emails to do so.](#)
- [Ticketing for Festival of Remembrance,](#)
- [May District Council elections – Legion rules.](#)
- Templates for Welcome Letters to new Members are available on the MAP.
- Form for suggestions from Membership,
- RBL Community emails handover to new Officers– These can be handed over or a new email can be issued.

The shareable version has the [blue items](#).

8.6 Distribution of Correspondence

P Cox sent out a list with a short summary only and did not circulate all correspondence.

A former Committee member has followed up his inquiry about receiving Committee emails and what he should be getting as a member, as he had not received a reply. P Cox suggested that we reply that as he is no longer on the committee we do not feel we can send committee documents to him but he will receive emails to all members.

Agreed.

Circulation of Correspondence to Members

P Cox said that he can send the members version of the Central News to Branch members. The RBL sends the monthly email newsletter to all members. The County MEO said that the County Newsletter is only sent to Branch Chairs, Vice Chairs, Secretaries and Treasurers and we can forward to the membership if we feel appropriate.

A Logue said that it would be rare not to circulate the County newsletter to members. Members can also receive minutes of Branch meetings.

Branch Newsletter

P Cox said that we have discussed sending a newsletter to the membership once per quarter. We could send one out in May with details of D Day and the Feast by email and hard copy. The hard copy will need to be posted or delivered to the 20 or so non-email members.

T Pearson suggested that we include a request for email addresses from non-email members.

Should we also ask members living a long distance away to join their nearest Branch?

A Logue suggested that they can stay Harwell Branch members. They may have lived locally at some point and are using their Branch membership to stay in touch with their old community.

8.7 MS1B Form and RBL Community Emails

T Pearson said that the only available RBL Community emails for P Sedwards and T Hart are the Vice Chair and Standard Bearer emails respectively:

T Pearson proposed:

- 1) P Sedwards title changes from Vice Chair and Standard Bearer to Vice Chair only.**
- 2) T Hart becomes Standard Bearer and completes the MS1B form.**

Agreed.

Does T Hart need to do the Standard Bearer training first?

A Logue said that he doesn't need to do the training first. He should leave the Parade Marshal section of the MS1B form blank though.

Action: T Hart completed the MS1B Standard Bearer form at the meeting and P Cox will send it to the County Membership Support Officer.

9. TREASURER'S REPORT

S Haycox reported:

9.1 Branch Funds

HARWELL BRANCH

Branch Funds Initiative (BFI) Account	£ 372
Current Account:	<u>£ 103</u>
<u>Total:</u>	<u>£ 475</u>

The current account figure is as of this morning. The BFI figure is as of the latest statement dated September 2025. It will not have decreased but might have gone up since then.

A Logue suggested that S Haycox contacts the BFI team at Headquarters.

9.2 Funds Transfer

S Haycox said that we have applied for £200 from the BFI and £1200 from the Legacy Trust.

T Pearson said that she had passed the Legacy form to R Edgington County Chair at the recent Chair's Update meeting. A Logue contacted R Edgington and she will follow this up.

9.3 Conference Travel

T Pearson said that train travel to conference will be approximately £60.

Agreed

S Haycox said that he had submitted an application to the Jim Prince Fund with the bank statement. There was no BFI statement to submit. He has not had a reply yet.

A Logue said that there is also funding available for Armed Forces Day events.

10. STANDARD BEARER REPORT

There are Standard Bearer training days and Parade Marshal training in the near future.

A Logue said that Parade Marshal training is a weekend course which will be at Loughborough. A Logue will send details to T Hart and P Sedwards.

A Logue has some canes available. She also mentioned other Parade Marshal requirements including a black suit, beret and beret badge with the Kings Crown. Sling badges should also have the Kings Crown but don't need to be engraved with the Branch name.

A Logue said that there will be a Poppy Shop stand at Conference where these and other items can be brought.

11. POPPY APPEAL ORGANISERS (PAO) REPORT

11.1 D Day Bucket Collection

H Benton said that she will be available to do this.

P Cox reported:

11.2 Remembrance 2025 Wreath Payments

£264.25 confirmed so far for 13 wreaths. Poppy Appeal headquarters said they can't find the three invoice and BACS payments and P Cox should obtain the dates of payments and names used.

11.3 Poor Quality Wooden Crosses on War Graves

G Richardson, Commonwealth War Graves Commission (CWGC) gardener, reported recently that the crosses are peeling apart already, and we may want them removed now. Other CWGC gardeners have reported the same issue. P Cox has not been to the Cemetery yet to look at the Crosses.

A Logue said that Newbury Branch also puts Crosses on the local War Graves and the Crosses are a worse quality now.

11.4 2026 Badges for D Day and Harwell Feast

P Cox has received 150 x 2026 pins and 50 x Supporting the Armed Forces pins. They look really good and should be popular.

A Logue suggested that P Cox asks the County Poppy Appeal manager, S Brown, for more for the Feast. She also reminded the meeting that we must not display a price list because of VAT legislation.

A Logue also said that some badges had been in short supply, especially the VJ badges last year. Two of her relatives fought in the Far East and were taken prisoner. They were very lucky to survive. H Benton said that it is the Forgotten War. Her father also fought in the Campaign.

12. ANY OTHER BUSINESS

12.1 Newbury Womens Section Anniversary Drumhead Service

A Logue said that this will be on Sunday 31st May at the Car Park and War Memorial. The Lord Lieutenant and High Sheriff will be in attendance amongst others.

13. CONFIRM DATE AND VENUE OF MAY MEETING

T Pearson said that the next meeting will be on Thursday 14th April, at 18:15 in the Village Hall Committee Room.

T Pearson thanked A Logue for attending.

There being no further business the Chair closed the meeting at 19:00 hours.

Minutes approved at the Branch meeting held on _____

Chair _____