



ROYAL BRITISH LEGION

Minutes from the Gloucestershire County Annual General Meeting 2022.

Meeting information

Date	22/01/22	Time	11:00 to 14:18
Location	Microsoft Teams	Meeting type	County AGM
Chair	Jackie Robertson	Note taker	Seamus Brennan

Presented Reports, County Committee, MC rep and Organisers

Name & Role	Initial	Name & Role	Initial
Jackie Robertson - Chairman	JR	Allen Warren - Committee	AW
Anny Reid – County President (pre-recorded not present)	AR	Bob Perkins – Standard Bearer	BP
John Maloney – Vice-Chairman & Community Support Reporting	JM	Norman Low – County Life Vice-President	NL
James Brimble – Treasurer & Youth Officer	JB	Garry Mills – RBL Membership Council Rep	GM
Anna Acott – Training & Poppy Appeal	AC	Sarah Jones – Community Fundraiser	SJ
Ian Campbell – Publicity & Recruitment	IC	Karen Gill – RBL Head of HR	KG
Chris Bosket - Clubs	CB	Seamus Brennan – Membership Support Officer	SB
Kate Reynolds – Committee	KR		

Delegates in Attendance

Name & Branch	Initial	Name & Branch	Initial
Aileen Hulin – Staple Hill and District Branch	AiH	Austin Hind – Kemble Branch	AuH
Anthony Peters – Stoke Gifford Branch	AP	Geoffrey Jones – Cinderford Branch	GJ
Derek Houckham – Chipping Campden Branch	DH	Jason Whitehouse – Hardwicke and District branch	JW
Jane Jennings – Dursley & Cam Branch	JJ	Michael Green – Tewkesbury Branch	MG

Lynn Daszko – Lydney Branch	LD	Roy Roberts – Cheltenham Branch	RR
Richard Balding – Newent & District branch	RB	Simon Wilson – Gloucester City Branch	SW
Sally Macfadyen – Badminton Branch	SM	Alice Gladsby – Yate & Sodbury Branch	AG
Trevor Hek – Lydbrook Branch	TH		

Members In attendance

Name	Initial	Name	Initial
Alastair Maxwell	A Ma	Andrew Cooper	AC
Brian Hewitt	BH	Brian Cash	BC
Carole Hoban	CH	Dave Gargett	DG
Dawn Harill	Da H	Gerard Prendergast	GP
Heather Harris	HH	Ian Harrison	IH
Judith Stinchcombe	IM	Jan Martin	JM
Keith Urch	KU	Lez Foote	LF
Michael Mills	MM	Roy Pressland	RP
Stan Rudge	SR	Sue Webb	SuW
Robert Howells	RH	Nancy Jones	NJ
Jodie Chilcott	JC	Peter Moss	PM

Apologies

Name	Initial	Name	Initial
Anny Reid	AR	Brian Hewitt (partial attendance)	BH
Kay Scase	KS	Rev. Paul Youde	PY
D. Houckham (partial attendance)	DH		

Agenda Items

1. Welcome and house keeping
2. Parade of standards
3. Reading of the roll call
4. Opening prayers & silent tribute
5. Apologies
6. Loyal message and reply
7. Civic welcome
8. County President's address

9. Chairman's address

10. Minutes of the Annual Meeting of the County Conference held 23 January 2021
11. Matters arising
12. County Finance report
13. Other reports
14. Elections
 - a) County Committee nominations
 - b) County Conference Committee (branch nominations)
15. Motions
16. Address by guest speaker
17. Presentation of awards
18. Vice-Chairman's address
19. National Anthem (first verse¹⁹)

Agenda item 1: Welcome and House Keeping

Initials	Discussion
JR	The Chair opened the meeting and welcomed attendees, a brief explanation of the format of the meeting was given and the request for attendees to remain muted unless called to speak.

Agenda item 2: Parade of Standards

Initials	Discussion
JR, IC	A virtual Parade was displayed featuring standards and bearers from: Gloucestershire County, Stoke Gifford, Dursley & Cam, Lydney and Woodmancote and District.

Agenda item 4: Opening Prayers & Silent Tribute

Initials	Discussion
JR	Apologies were made for Rev. P. Youde who was unable to join the meeting. The chair recited the opening prayer (Opening Prayer)
JR	The Chair read the names sent by branches for the roll call: From Lydney Gunther Aldridge. Brian Workman, Marcus Braithwaite, Don Harris, Edith Williams, Olivia Kennedy, Ivy Coldwell, Keith Wilkes and Dave Rudge. From Hardwicke and District and Derrick Etherington.

	<p>From Yate, Fred Hudson. From Cheltenham Roger Richards, Albert Harris and John Hyde From Hardwicke and District, Derrick Etherington. From Staple Hill & District Frank Rogers and Royston Edbrooke.</p>
	<p>Silent tribute was observed by all.</p> <p>The Last Post and Reveille was sounded and a video of standard bearers was played. (Click here to watch the video)</p>

Agenda item 5 Apologies

Initials	Discussion
JR	Apologies were received in advance from Anny Reid and Kay Scase.

Agenda item 6: Loyal Message and Reply

Initials	Discussion
JR	(Loyal message) The Loyal message to HRH the Queen and the reply were read to the conference.

Agenda item 7: Civic Welcome

Initials	Discussion
JR	No Civic representative was able to attend this conference.

Agenda item 8: County President's Address

[Click here to watch the recording.](#)

Initials	Discussion
JR	The County President submitted a recording of their address (link).
AR (Video)	The President addressed the support that Branches have provided beneficiaries across the County.
	A brief of centenary activities attended by AR was given including Cheltenham Branch, the Cenotaph and a Westminster Abbey Service.
	Thanks for all those involved in the Poppy Appeal were given.
	An event marking the 40 th anniversary of the Falklands conflict will be held on the 14 June 2022 at the National memorial Arboretum. (NMA)
	Thanks were given to Standard Bearers who supported funerals with their attendance.
	Apologies were given for not being able to attend.

Agenda item 9: Chairman's Address

Initials	Discussion
JR	The Chair thanked all for attending and gave thanks to County Committee for their hard work over the past two years.
JR	The Chair covered the work that had been done in the county on welfare, training and fundraising, giving thanks to those involved.
JR	Ian Campbell was thanked for his hard work on the newsletter and the positive reception it had. A request was made for content, jokes and event details from branches.
JR	ANZAC 2021 was marked with a recorded event, broadcast worldwide, this year will hopefully be face to face.
JR	RBL centenary was marked in May with a wreath laying ceremony by county and by many branches. A service at the NMA was also attended in June for Armed Forces Day. A woodlands memorial event was also attended.
JR	July/August/September returned to face to face with branches.
JR	October attended Standard bearer Competition.
JR	Poppy Appeal went well, in Bristol over £16,000 raised on one day for the City Poppy Day.
JR	4 county standards, 2 of the area team and 2 of our PAO's took part in muster.
JR	Thanks to all for their help were given.

Agenda item 10: Minutes of the Annual Meeting of the County Conference Held on 23 January 2021

Initials	Discussion
JR	Checked and addressed written messages from the conference.
RR	The minutes have not been signed and were late. JR they will be signed once agreed after this conference. SB apologised for late sending of minutes.
JR	Asked for a proposer/ seconder to accept minutes as a true and accurate record of 2021 AGM P: Austin Hind S: Lynn Daszko.
IC	Vote to pass minutes from 2021. For: 8 Against:0 Abstain: 3
JR	Minutes passed as a true and accurate record. Will be dated and signed.

Agenda item 11: Matters Arising (From minutes)

Initials	Discussion
JR	Some spelling mistakes which will be corrected.

Agenda item 12: County Finance Report

Initials	Discussion
JB	Fielded questions on County Finance Report (Finance Report).
	Questioned the differences between unsigned accounts passed to county committee and those to conference which were signed. JB answered that the unsigned accounts were sent to committee for information and were subsequently independently examined signed and submitted to Head Office in time for the deadline. The difference noted is because the £9958.85 in HSBC accounts were combined into one account from three.
AW/JB	JB worked with Head Office to ensure that this was recorded correctly on LOMAS. Because of the way LOMAS works this made it appear to be double accounting so these figures have been omitted as they would cause confusion. Actual account figures are £12206.97 current account £56148.43 BFI are as per annual accounts. Expenditure £540.83 income £4097.24 including CSB branches.
AW	Expressed more issues with accounts being unsigned and that they believed CSB figures were incorrect.
JB	The differences in the CSB amounts are due to payments being received after 30 th June 2021 which is the accounting period being covered. Minchinhampton and Bisley entered accounts after this time. AW disputes the CSB figures again. JB laid out the figures as of the 30 June 2021 Tetbury £220.48 Bibury £1105 and Wooton £1183.41.
JB	Action point to re-review figures passed on from previous treasurer
GM	Provided clarification that the accounts are presented at AGM to be approved for the county to move forward.
RR	Requested clarity on amounts for CSB held to be available on request.
JR	Vote to pass accounts: For:7 Against:0 Abstained:4
JR	Accounts passed by conference. Points raised to be investigated and feedback given.

Agenda item 13: Other Reports

Initials	Discussion
JR	Area report requested but not received. GM and IC expressed that the lack of a report was unacceptable and that this should be fed back. GM to follow this up at a high level.
	CTO report , no questions asked.
JR	Vote to pass report: For:11 Against:0 Abstained:0
JR /	CCSO report , JM asked if Cirencester and Cinderford branches to get in touch for

JM	<p>events in February. LD volunteered Lydney branch to host BCS gatherings.</p> <p>Vote to pass report: For:10 Against:0 Abstained:0</p>
JR/ IC GM/ RR / AG /GP	<p>Recruitment and Publicity report. GM/ JR/ RR/ Thanks to Ian for all of his hard work on this in particular the newsletter. AG can we add puzzles to the Newsletter. RR/GM/GP/IC – can we contact IT about the way in which websites are updated as it is very out of date and there are systemic issues that seem to be being ignored from several previous complaints.</p> <p>IC offered help for any branches who want assistance with recruitment, publicity, social media and communication.</p> <p>Vote to pass report: For: 13 Against:0 Abstained:0</p>
JR / JB/ GM/ GP/ TH/ BP	<p>CYO report. GP we have recruited two cadets to our committee (Woodmancote and Dist.) who will give reports on cadet activities, Brian Cash has been training cadets in standard bearing. JR/ GM/ JB/ TH/ BP congratulated the good work done. GM reminder that the National youth standard bearer competition is on 10 April in Greater Manchester TH thanked Brian Cash for his help with supplying Standard Bearers.</p> <p>Vote to pass report: For: 14 Against:0 Abstained:0 passed.</p>
SJ/ IC/ TH/	<p>CFR Report SJ fielded comments and questions IC gave positive feedback on the handheld terminals, asked whether there will be more branding on them? SJ the branding issue has been identified and this is being looked into.</p> <p>TH will we be able to get a handheld terminal in smaller branches? SJ absolutely, if support is needed then please get in contact. We now have enough terminals to support all events that need them simply put in a request.</p> <p>RR echoed positive feedback on the handheld terminals.</p> <p>BP requested supermarket totals from the PA. SJ indicated that once they are available they will be distributed.</p> <p>Vote to pass report: For: 12 Against:0 Abstained:0</p>

Agenda item 14: Elections

Initials	Discussion
JR	No nominations received. Request made for County Committee members
JR	Conference Committee one nomination by Yate and Sodbury Branch for Anna Acott. No other nominations received so Anna Acott was automatically elected.

JR	The chair thanked AC for her work on the County Committee as she stands down from her main roles but remains on the County Conference and Awards Committee as a branch rep.
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Agenda item 15: Motions

Initials	Discussion
RR/ SW/ GM JR	<p>RR Presented Cheltenham's motion expanded on the motion with an account of the steps previously taken to request better visibility of area trust funds (ATFs) and the communications previously received and the deadlines missed. SW seconded the motion.</p> <p>GM stated that SOP157 covers ATFs, and he had raised the question of lack of reports for Almonisation at the last MC meeting and will continue to press for information.</p> <p>JJ stated that they had received an email previously stating that the details of Almonisation are not necessary information and expressed that this was not satisfactory or right as an answer. RR and SW echoed this sentiment Motion seconded by Simon Wilson – Gloucester City.</p> <p>Vote: For: 12 Against:0 Abstained:0 JR We will submit the motion for National Conference.</p>
AiH / GM/ AuH/ JM/ IC	<p>AiH Presented Staple Hill & District motion and supported with an account of trying to assist a beneficiary in receiving an urgently needed respite break and the issues that led to the beneficiary withdrawing their request for support and stopping their membership due to frustration with the process and lack of support. GM advised that TRBL will provide respite care if there is a case for it and the beneficiary is eligible, the issue in this case was poor communication on TRBL's side IC expressed frustration with how long support takes to arrive and the lack of response he has had to requests for information and meetings on why this happened.</p> <p>JM and JJ advised similar frustrations with mixed messages from TRBL welfare. AuH Advised that by end of July 2021 TRBL would need to do a financial check for this. JM and GM provided an explanation of means testing and the process for providing support and ensuring that charity commission rules are followed GM stated that if similar issues occur then they should be identified to him and to county. Motion seconded by Anthony Peters – Stoke Gifford.</p> <p>Vote: For:14 Against:0 Abstained:0 JR We will submit the motion for National Conference.</p>

Agenda item 16 Address by Guest Speaker

Initials	Discussion
KG	KG thanked the conference for the invitation and introduced herself as Head of HR.
KG	KG read the Corporate Address .
KG	KG Fielded questions.
	<p>JM Why is the Women's section still separate from the main body of the Legion if we are One Legion? This creates barriers to contact and involving the WS in area matters. GM you can easily contact the WS secretary to get them involved. GM provided more guidance on how to engender more co-operation with the WS. JJ and AuH discussed the merits and downsides of a separate Women's Section. BP pointed out that the Royal Charter indicates that the Legion must have a WS.</p> <p>JM We were told at the start of the restructure that County Committee would be allocated a specific meeting place, but now we are told that we must arrange and pay for this at county level, is this correct? KG I will feed this back.</p> <p>JM £6 million to combat stress for beneficiaries is good but can we have assurance that this is not going to be paid to the director of the organisation? KG we cannot say where that money is spent but even if it pays salaries this allows the organisation to deliver its services.</p>
JM	JM Timescale for Trustees, the timescale does not allow many branches time to respond. KG I will pass your comments on about this.
	<p>IC We need more support to recruit from a national standpoint down to branches, this was brought up before, what is happening with this? KG Janet Talman has been working on this, it is still at an early stage currently. Digital and member retention are key areas being worked on.</p>
IC	IC British Legion is not well represented with current and recent leavers of the armed forces, this needs to be focussed on. KG Yes, I agree thank you.

Agenda item 17: Presentation of Awards

Initials	Discussion
	<p>Presented awards:</p> <p>County Certificates of Appreciation were awarded to:</p> <p>Cpt Victor Beeching - Kemble Branch</p> <p>Allen Edwards – Lydney Branch</p> <p>Graham Hitchings – Staple Hill and District Branch</p> <p>Mark Paveley – Gloucester City Branch</p> <p>Mel Rudge – Lydney Branch</p>
JR	<p>Peter Wood – Woodmancote & District Branch</p>
	<p>County Efficiency Awards:</p>
JR	<p>The Pearce Cup – Staple Hill and District Branch</p>

	<p>The Marling Cup – Badminton Branch</p> <p>The Hewitt Cup (chosen by County Chairman) – Ian Campbell</p>
JR	<p>County Poppy Appeal Awards:</p> <p>The Mitchell Cup – Bibury Branch</p> <p>The Williams Cup – Churchdown Branch</p> <p>The Clee Shield – Staple Hill & District Branch</p> <p>The John Bracey Cup – Moreton in the Marsh</p>
JR	<p>Standard Bearer Awards:</p> <p>The President's Cup – Bob Perkins</p> <p>The Wilf Britton Cup – Kate Reynolds</p> <p>The Gordon Moore Cup – Brian Cash</p> <p>The Perkins Cup – Ed Cowper</p>
JR	<p>The Anny Reid Ball (rider's Branch) - Steven Smyth</p>
JR	<p>The chair highlighted that to commemorate Branches turning 100 we are going to, at each County Conference, award a certificate to any branch that reaches this milestone since the previous Conference.</p>
JR	<p>This year's centenary Branches:</p> <p>Blakeny</p> <p>Cheltenham</p> <p>Cinderford</p> <p>Forest Green and Nailsworth</p> <p>Minchinhampton</p> <p>Slimbridge</p> <p>Westbury</p> <p>Wooton Under Edge.</p>

Agenda item 18: Vice-Chairman's Address

Initials	Discussion
JM	Discussed the Challenges to the Committee this year, thanked them for their work and asked for further volunteers for the county committee.

Agenda item 19: National Anthem (First Verse)

Initials	Discussion
JR	The National Anthem was played with a video of the County Standard Bearer, Bob Perkins.

Meeting Closes at 1418hrs.

Action items

Action	For	Deadline
Action point to re-review figures passed on from previous treasurer	JB	
Action point to follow up on lack of Area Report in time for conference	GM/ SB	
Action point to feedback to HQ about the lack of meeting spaces promised to counties at start of restructure	KG	
Action point to feedback to HQ about the short timespan in which branches are to engage with Trustee elections (one month)	KG	

Appendix A: Opening Prayer

Act of Remembrance

Chairman

Let us remember before God, and commend to his sure keeping,
all those who have died for their country in war;
those whom we knew and whose memory we treasure;
and all who have lived and died in the service of mankind.

Chairman

They shall not grow old, as we that are left grow old;
age shall not weary them, nor the years condemn.
At the going down of the sun and in the morning,
we will remember them

ALL - WE WILL REMEMBER THEM

Last Post

SILENCE

Reveille

[Kohema Epitaph]

“When you go home, tell them of us, and say,
“For your tomorrow, we gave our today.”

We say The Lord’s Prayer together:

Our Father, who art in heaven, hallowed be thy name, thy kingdom come, thy will be done, on earth as it is in heaven. Give us this day our daily bread. And forgive us our trespasses, as we forgive those who trespass against us. And lead us not into temptation but deliver us from evil. For thine is the kingdom, the power and the glory, for ever and ever. Amen

Appendix B: Loyal Message

The Annual Meeting of the County Conference of Gloucestershire County, The Royal British Legion, will be held on Saturday 22 January 2022, and I have the honour to submit the following message for Her Majesty's kind acceptance.

'Members of The Royal British Legion, Gloucestershire County, assembled at the Annual Meeting of their County Conference, submit their humble duty to Her Majesty and their assurance of loyalty and devotion to Her Majesty's House.'

Yours faithfully,

Jackie Robertson
Gloucestershire County Chairman

Reply:

Please convey my warm thanks to all the Members of the Royal British Legion in Gloucestershire for their loyal greetings, sent on the occasion of their Annual County Conference which is being held virtually today.

As your Patron, I much appreciate the kind sentiments expressed in your message. In return, send my best wishes to all concerned for a most memorable and enjoyable programme.

ELIZABETH R.

Appendix C: President's Address

[Click here to watch the recording.](#)

Accounts for the year ended 30th June 2021

<u>Income</u>	<u>2020 - 2021</u>		<u>2019 - 2020</u>	
Membership Fees	£	0.00	£	0.00
Poppy Appeal Events	£	0.00	£	0.00
Fundraising Events	£	0.00	£	0.00
Festival of Remembrance Tickets	£	0.00	£	0.00
Legacies	£	0.00	£	0.00
Donations	£	137.60	£	1890.00
Interest & Investment Income	£	277.63	£	1195.25
Other Income	£	3682.01	£	0.00
		£ 4,097.24		3,085.25

Expenditure

Membership Fees	-£	0.00	-£	0.00
Poppy Appeal Events	-£	0.00	-£	0.00
Fundraising Events	-£	0.00	-£	0.00
Festival of Remembrance Tickets	-£	0.00	-£	0.00
Branch Property Expenditure (BPT)	-£	0.00	-£	0.00
Cermonial Expenditure (non-CS)	-£	30.00	-£	506.40
Community Support (CS)	-£	0.00	-£	0.00
Management & Administration	-£	0.00	-£	1029.66
Purchase of Equipment	-£	0.00	-£	61.80
Payment to Other Parts of the Legion	-£	510.83	-£	14000.00
Other Expenditure	-£	0.00	-£	0.00
Centenary Expenses	-£	0.00	-£	0.00
		540.83		-£ 15,597.86
Excess of Income Over Expenditure	£	3,556.41	£	-12,512.61
Account Fund Balance B/fwd	£	63,798.99	£	76,311.60
	£	67,355.40	£	63,798.99

Represented by:-

Cash in Bank (Current Account)	£	12,206.97	£	6,317.36
Cash in BFI	£	55,148.43	£	57,481.63
	£	<u>67,355.40</u>	£	<u>63,798.99</u>

County Accounts

The independently examined County accounts for the year to 30 June 2021 are summarised in this report. For comparison, I have also included the accounts for the year to 30th June 2020.

Despite the easing of COVID-19 restrictions post the third national lockdown, County expenditure on activities has been minimal (the only expenditure was £30 to the Nailsworth Silver Band who provided a bugler at the 2021 Anzac Day ceremony and £510.83 for Almonisation) and has remained at an all-time low as was anticipated. Funds originally earmarked for the County Plan 2020-2022 were carried into the County Plan 2021-2023.

The ring-fenced portion of the account to 30 June 2021 increased from £3,245.81 (as was reported at the last years County conference, this figure already included funds from Tetbury branch's bank account) to £5,532.34 due to the referral and subsequent acceptance of three branches for CSB status. Further detail on this is contained within the section below.

I would also like to thank Gloucester City and Lydbrook branches, who responded to our previous Chairman's call for contributions to County funds at the 2020 Conference. A further £387.60 was received, which will support the County Plan 2021-2023. Subject to the impact of the COVID-19 pandemic dissipating, the budgeted spending over the next three years is planned to be £11,230. In line with guidance contained in version 1.3.1 of the Membership Management Handbook, permission was granted for the balances held within the County accounts at HSBC to be transferred to a new account with Lloyds Bank and the HSBC accounts to be closed. This has enabled County to take advantage of internet banking via the Legion's corporate internet banking platform. This facility has already helped streamline expenses payments.

Yate, Sodbury & District Loan for GP90

Following the last County Conference, a number of contributions from branches were received in support of settling the loan for branch members to travel to Belgium for GP90 in 2018 that was made available by County Committee to Yate, Sodbury & District branch. With kind thanks to Gloucester City, Hardwicke, Stoke Gifford and Thornbury branches who contributed to supplement Yate, Sodbury & District branch's own contributions, this loan is now considered to be settled.

County Supported Branches

During 2020/2021, County Committee referred and then subsequently successfully accepted three branches for CSB status. The accounts held by Bibury & District, Tetbury (as was declared at last year's County conference) and Wotton branches were closed with monies transferred to be ring fenced within County accounts. A further two branches (Bisley and Minchinhampton) were referred for CSB status, but actions had yet to conclude when 30 June 2021 year ended.

Training

Due to the roll out of the Legion's new Learning Management System in 2021, release of LOMAS training was delayed, but would like to thank HQ Staff and MSOs for their support in getting up to speed with the role and system in the interim. Training is now being released and this has been undertaken.

James Brimble
County Treasurer

Appendix E: County Training Officer report

Due to Covid-19, training at both National and County levels have been altered in the way it is delivered. There is still face-to-face training when infection levels allowed the training to go ahead. There is now a mix of online via video link or by the Royal British Legion's Learning Management System (LMS), which is how many of the National level courses are being delivered. This has the advantage in that it allows the individual to work at a time that suits them.

Since I came into the role last year, I still have not been able to get the training required for this position, I have been doing the role supported by those on the County committee who have been in the past. I was able to find the date for the National virtual seminar, which allowed for our County Recruiting officer, County Youth officer and myself as County Trainer to attend. This was not training for the roles. It did help in allowing us to see the challenges we were facing and how Head Office expected us to deliver and grow in these roles.

All County Training courses now are required to be applied for via the local training calendar. Which then puts you on the Membership App. Which all Branch Chairmen and Secretaries have access to once they have activated their Branches RBL.community email address. It is a requirement now that all County delivered training is put onto this system, this includes in-person training.

Treasurer training is the most requested training by a Branches, within the County. This can only be taught by National Trainers. It was one of the courses that now have been changed to the LMS, and I was able to get those interested onto the training through the National Trainers. Unfortunately, this does not allow the for question to be raised at the time of completing the course.

A Branch Community Support Rep (BCS) within the Branches is now necessary. Everyone who holds the position must receive training. There was awareness training given earlier this year and I was able to get several Branches through to the virtual session. The Branch Reps then must receive training, which is given via LMS, this has to be applied for through the MSO as a DBS certification is a requirement for those who become BCS reps. I am aware that a few Branch BCS reps have now also completed LMS training.

In the short period where I was able to get to do in-person training. We were able to do one session of Branch management training. This was well received. We were planning for a further session, when, we were informed because of Covid-19 only online training was allowed. Several Counties are now only doing on-line training.

My term on County Committee has come to an end, and due to my commitments, I will not be standing for a position on County Committee again.

Anna Acott
County Training Officer

Appendix F: County Community Support Officer report

The last year has been an eye opener for me with BCS portal on maps 0365.

At the last AGM the County came out joint bottom of the table for reporting what we do on the portal on 0365 in respect of Welfare. To be fair to all "Welfare" which we all have been doing, took a big change with Area offices closing and more effort was required by Branches in what we now call Branch Community Support (BCS) although to start with this has been rolled out badly in my opinion and Branches were not given the correct info about these changes.

Going forward to mid to late 2020 It became obvious that this was going wrong, and Matt Ford and two other staff members came on board to try and improve the BCS for the RBL and bring it out so all branches can take part. There are Four main headings that the Legion are looking at: Remembrance, beside our normal parade on the 11/11/ at 11o'clock each year, we want you to record when your branch standard is used for funerals, when members attend even if it is only one member with or without the Standard being present at a funeral. Telephone Buddy, we know you have members calling members and we also know that you call other veterans who are not members, but we need the amount of phone calls recorded in your branch minutes and on the Portal. Visiting, we would like you to do Home and Hospital visits When allowed Covid19 permitted these also need to be reported on your minutes and on the portal Remember DATA Protection and Lone working when taking up these rolls, a small amount of training is required for these visits, and it is for the visitor(s) Benefit and the beneficiary benefit as well. 2 to 3 hours of your time is the requirement for this training. When selecting or asking for a volunteer from your Branch to become your BCS representative please make sure they have access to a computer/laptop to do the reporting.

In October I attended a Three Counties meeting in Worcestershire for an update on BCS with Matt Ford this was well represented as far as Matt was concerned with Chairman of Worcestershire and our MC rep Garry Mills hosting, we were not well represented from the county which was a shame, however we then set up an identical meeting on the 29 November in the morning it was at Cheltenham branch RBL sadly only the Host Roy Roberts and Jane Jennings from Cam and Dursley Branch were there ,in the afternoon we moved to Stoke Gifford Branch when we had Stoke Gifford , Staple Hill , Thornbury branches sending reps along and a good meeting was had. I propose to do this again in middle to late February this time I would be doing it on a Saturday. Would like to ask Cinderford and Cirencester to host, if possible, not necessary on the same Saturday. Again, both locations are for all BCS reps to attend one or the other in the same way November meetings was held. If your rep is not available, please try and send Chairman or/and Secretary.

We need to improve our County up the ladder and set examples to all the Counties I can only do this with your help.

We know we have done this in the past, so it is not new to anyone we just now need to improve how we report it.

County Community Support Committee/ Coordinator (CCSC)
John Moloney County Vice Chairman

Ps; Timings and dates will be sent out to all branches when confirmation of dates has agreed. Tea, Coffee, and biscuits will be available which I will provide.

County Biographies

Soon after the 2021 Conference I started by creating county committee biographies and sharing them on social media. These were well received and were widely shared with county branches and individual members. A good way to help identify those of us on the committee and who we are.

I think it would be a good idea to continue doing this annually, following the County Conference.



County Newsletter



We have sent out monthly newsletters since the 2021 AGM, all of which have generally been well received by branches and members. We need more branches to actively send items in for inclusion; several branches are regular contributors.

For clarity, the MSO sends the newsletter to all branch contacts monthly, it is then down to the branches to circulate to the wider membership: not me, the County or the MSO.

It has been great to see branches, such as Hardwicke and District sharing the newsletter at their meetings and socials.

Branch Assistance

I continue to reach out to branches, through the newsletter and social media, offering to help in marketing and comms. Branches are encouraged to call or email me if they need assistance in recruiting, how to use social media effectively, marketing their branch etc.

Social Media (January 2021 – January 2022)

Our social media stats are growing month on month, and we are one of the most engaged RBL accounts (not including the National RBL account).

- 65,803 people reached on Facebook (**1049% on the previous year**) 108 new followers on Facebook
- 16,845 people engaged with our posts (liked/commented/shared) (**1434% increase**)
- 867 impressions on Twitter
- 1648 Facebook Followers / 1588 Page Likes
- 24 Twitter followers
- 65% of our audience are men, 35% of our audience are women
- Our largest age demographic is 65+ which matches the national demographic.



Our most engaged and popular posts on Facebook were regarding the Cheltenham funeral which had a reach of over 24,000 and 'Johnny' Johnson's birthday wishes which had a reach of over 16,300!

Our most engaged and popular posts on Twitter were for St Andrew's Day and 'Johnny' Johnson.

It has been interesting to see that some of our generic brand images are being used by other branches and counties across the country. The RBL could look to create a bank of images/videos that can then be accessed via the MAP.

Branches and committee members are encouraged to share items with me for promotion.

I continue to use the new brand guidelines from the RBL and I believe some of our success online is down to the refreshed branding.

Our online platforms are linked below.

[Facebook link](#) [Twitter](#) [Website](#)

Membership/ Recruitment

Our current figures state we have 2,630 members across the county. If we can actively engage branches, I believe we can see a net increase year on year. I have asked the MSO for a report on recent membership increases and decreases per branch. We can then use this information to help see where recruitment is working and where a branch may need support.

It is disappointing that we have been unable to do much physically in terms of branch recruitment, I would like to get out and about this year and I would like to start planning recruitment events for the county and with those interested branches.

The County Plan Committee met and decided an increase of **25 in 2022** for the County.

ANZAC Day

As we couldn't host the normal face to face service, the County Chairman asked if I could deliver a virtual event for ANZAC and I put together a pre-event plan, a filming schedule. I carried out the recording, editing and post-event publicity.

We appeared on Forces.net – [here](#)

BFBS Brize Norton Radio - [here](#) Mentioned on Twitter by The Australian and New Zealand High Commissions, BFBS and Forces News.



You can still watch the full service [here](#)

Some ANZAC Stats

YouTube – Watched by 205

Facebook – 3,600+ views

BFBS Brize Norton Facebook 501 sqn interview – 1,500+ views

County Website

I continue to update the website; however, as I pointed out at the last County Committee meeting, I think it needs raising nationally that this platform is out of date and somewhat of an embarrassment for a modern, forward-facing charity. It has limited functionality and accessibility. I have asked several times via email, in town halls, conferences and on Yammer for an update as to when the platform will be updated with no response, other than 'it's being looked at', this has been over 18 months.

Ian Campbell

County Publicity and Recruitment

Appendix H: County Youth Officer report

Return to Face-to-Face Activities

Due to the COVID-19 Pandemic, all youth activities in 2020/2021 remained in the virtual world. However, with the easing of restrictions in the second half of 2021, a wide variety of youth organisations returned to face-to-face activities and as County Youth Officer, I have been working to establish links wherever and whenever possible in the promotion of the Royal British Legion and its activities.

Bristol Poppy Day – 9th November

The Bristol Community Fundraiser, Wendy Holt, approached me concerning cadet support for this year's Bristol Poppy Day. Through liaison with local units, 14 cadets and 6 staff from local RAF Air

Cadet units, along with a cadet from the Sea Cadets provided assistance throughout the day. Working with regular and reservist service personnel a total of £16,231.28 was raised for The Poppy Appeal, which was the third highest total after the London and Birmingham events.

What is Remembrance - 1st Dursley Scouts

At the invitation of the 1st Dursley Scout group, myself and Kate Reynolds from the Cam & Dursley branch visited to give a talk about the work of The Royal British Legion and facilitate a discussion about remembrance ahead of the 2021 Remembrance Day. The visit was well received and the discussion prompted a wide variety of questions.

Looking Forward – Post the COVID-19 Pandemic

Looking to the future, it is my intention to build upon the work started towards the end of last year and I am keen to assist branches across the County with regards Youth engagement. For example, the County Youth Standard Bearers competition is open to young people that are members of their local branch, so it would be great if we could enhance this competition for 2022. If you require help, support or even someone to go along to a youth group to talk about the Royal British Legion then please do not hesitate to contact me.
End of Report

James Brimble
County Youth Officer

Appendix I: Community Fundraiser report (Gloucestershire (Including South Gloucestershire))

Firstly, a huge thank you once again for all the help and support towards to Poppy Appeal in October and November. This was mine and Wendy's first Appeal both in different areas, as we appreciate the support given.

Thank to you those PAOs who helped complete the PAO survey after the Appeal. This is really helpful for us to make sure we capture what happened over the Appeal and to make any changes moving forward. We had the highest returns in the South, with the highest point being stock/pin allocations. Already this has been highlighted, with positive changes for the next Appeal. Gloucestershire PAOs are some of the most flexible and hard working in the Country and it was a tribute to their hard work and dedication that we had such a good Appeal.

Totals:

Currently we are about 60-65% up on last year, which is fantastic. We are still awaiting Supermarket income to come, but we are really hoping we will reach a good figure for Gloucestershire, given there were still challenges around Covid this year.

Coming up this year:

We have a few different commemorations this year, including the Falklands and the Queens Jubilee. If you are organising anything for these events, please do keep your CFR involved as we hope to be getting some stock that can support these events.

PAO Gaps:

We have quite a bit of movement at the moment with some PAOs retiring or changing round roles. Thankfully the majority of these we've managed to recruit for or a replacement has been found by the retiring PAO.

Current Vacancies:

- Guiting Power
- Coln St Aldwyn
- North Cerney
- South Glos- Asda
- Patchway
- Bishopston & Horfield
- Fishponds
- Clifton
- Avonmouth

Thank you all once again for your support and if you need anything please contact one of us.

Best wishes, Sarah Jones (Glos CFR) and Wendy Holt (S/Glos and Bristol CFR)



ROYAL BRITISH LEGION



GLOUCESTERSHIRE COUNTY

COUNTY CONFERENCE 2022

MOTION FOR CONFERENCE

CHELTENHAM & DISTRICT BRANCH BR3030 wishes to submit the following Motion:

This Conference challenges the current policy of Head Office Finance Department in relation to its actual and planned disbursements from Area Trust Funds (ATFs) and the lack of visibility of such transactions, particularly relating to the South West Midlands (SW Mids) ATF. Finance Department should publish to branches each May, through respective Area managers, clear details of the annual income and expenditure from the relevant ATFs.

REASON FOR INCLUSION:

Entries relating to Area Trust Funds (ATFs) in the RBL Annual Report for year ending 30 Sep 2020 are shown on page 88 (Note 28) under Group Restricted Funds - Area Trust Funds. The Balance figure quoted as at 30 Sep 2020 was £29.4M noting "Resources expended £11.5M; transfers £2.02M".

Head Office advises that Finance Department manages the Area Trust Funds and allocates welfare expenditure to them at the end of the financial year, based on what has been spent in each area. There is no information available to readers of the Annual Accounts, or subsequently, as to where £11.8M has been expended, nor from which ATFs such funds have been utilised, nor what the items of expenditure related to or to where they have been transferred "for wider use". There is no published policy or process giving branches, or County Committees, the facility to consult regularly with Finance Department to identify ATF funds available or plans for such use. Despite repeated requests through the appropriate channels since June 2021, no information requested by this branch relating to the SW Midlands ATF has been received. EFFECT IF PASSED:

County Committees and Branches will be better informed in a timely manner as to the wider plans of TRBL both nationally and regionally and can consider such plans when making their own decisions to apply for funds for use in the best interests of beneficiaries and members in their locality. Moreover, branches, through County, can inform Area Managers and Head Office of opportunities to benefit members and beneficiaries, thus TRBL plans for utilisation can include adequate consultation with members affected.

MAIN ARGUMENT

Despite a request in June 2021 to the (since departed) Area Manager SW Mids and the stand-in AM + in Sep 2021, there has been no visibility available to local branches in Gloucestershire County - that we are aware of - of the status of the SW Midlands ATF.

Head Office Helen Downie (Chief Finance Officer) advised stand-in AM+ by email on 11 Sep 2021 that in respect of Area Trust Funds, *"Finance manage the Area Trust Funds – we allocate welfare expenditure to them at the end of the financial year, based on what has been spent in each area. We do this annually as this is the most simple and efficient way to do it. We are drafting an update for Membership on Area Trust Funds and how they are spent. I'm hoping to get this out next week – it has been sitting with Internal Comms for a while, we are currently chasing for a final version"*.

Nothing had been heard from AM+ or Head Office Finance by 15 Oct 2021 and no sight of the promised explanatory update, and so this Motion was unanimously agreed at this Branch's AGM 16 Oct 2021. The required information to be provided by Head Office should cover ATF balances at the start and end of the current financial year (FY) in accord with national accounts data, details of expenditure during the FY and planned and anticipated expenditure for the forthcoming FY. This information should be updated annually, and it is strongly recommended that details of the SW Mids ATF should be made available to the 3 County AGM Conferences as part of the Area Manager's Report in time for the next round of such Conferences in Jan/Feb 2022.

Publication of the policy and procedures for the management of ATFs at Area level is urgently required and must be easily accessible. Branches are generally aware of the existence of ATFs and their ability to apply for support, but the criteria are not clear (lacking accessible publication and were not known to Area Manager SW Mids when in post) and importantly the lack of detail on how the ATF is being used does not help branches decide whether any potential application for support is appropriately targeted towards the ATF funds.

APPROVED

Chairman.......... ROY ROBERTS

Secretary.......... MARTIN FOSTER

6 DECEMBER 2021



County Conference 2022 – Certificate for Motions

Formation Details

Proposing Formation	Staple Hill and District Branch		
Formation Code	BR3074		
Date of approval at formation conference/meeting	01 October 2021		
Secretary Name	Aileen Hulin		
Secretary Email Address	Staplehill.memsecretary@rbl.community		
Delegate Signature	Aileen Hulin	Date	01 October 2021
Chairman Signature	Ian Campbell	Date	01 October 2021

Charter Motion/Motion Details

Number of Motions Attached	One
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Template

Check as appropriate:	<input checked="" type="checkbox"/> Motion
Motion	<p>“We would like clarification from the RBL regarding the current status of breaks for beneficiaries. When the RBL decided to close break centres/hotels we were assured that beneficiaries would be able to apply for breaks as before, but the RBL would look at private accommodation as this would reduce costs. Since then, we have tried to use this process and have found the process is non-existent, therefore we would like clarity.”</p>
Reason for inclusion	<p>There seems to be varying statements from staff and volunteers of what we can offer as a charity since the closure of the hotels/break centres.</p>
Effect if passed	<p>RBL members, branches and staff will know exactly what we can offer and deliver since the closure of the hotels/break centres.</p>
Main Argument	<p>One of our first BCS cases in April 2021 was a veteran who called us saying he needed some respite. We contacted the national call centre and was told that the RBL could no longer help as their hotels had now been closed. Our chairman advised that this is not what was agreed by the RBL and that the RBL advised in town halls and meetings following the consultation, that the charity would still be able to offer assistance but through other providers.</p>

After much going back and forth several times, the RBL advised that they would be able to help.

By the end of July 2021, the RBL advised that they would need to do a financial check on the beneficiary but by this time he was no longer interested in assistance from the RBL.

Following this result, we asked for meetings with the Area Manager, the staff member dealing with the case and our Membership Council rep, a meeting was arranged but was cancelled by the then Area Manager and has not been rearranged despite several emails and attempted calls to all involved. Sadly, we have been ignored.

Our branch feels rather let down in this case and sadly we have noted that the member that reached out for help has not renewed his membership. However, we regularly keep in touch to make sure that he is well.

We don't want this to happen again to any other beneficiary and therefore would like the RBL to give clarity on this matter to all branches.

Appendix L: Corporate Address 2021-2022

RBL 100/Centenary

- As our name reminds us, the Royal British Legion is made up of many parts. And as you know, we were formed 100 years ago when four separate organisations came together because they realised they could do more good working together as one Legion.
- This year we have marked our centenary – 100 years of service from RBL to the Armed Forces Community
- Despite Covid restrictions we held a centenary moment at the Cenotaph just as we had done 100 years before on 15 May 2021 led by our National President.
- A Message of congratulations from HM The Queen, was shared with Branches.
- We published our own book. *We Are The Legion*.
- We commissioned *Telling Our Story*, an initiative that encouraged shared memories of the Legion in the community. More than 5,000 items received across our membership, many shared on our website.
- We recognised 400 individuals as Centenary Stars who have made a difference to the Legion. Members, volunteers and employees.
- Westminster Abbey service in October, led by our Patron, The Queen with HRH Princess Anne, President of the Women's Section.
- A Festival of Remembrance that paid tribute to a century of the Legion, Remembrance, the Poppy.

- And many branches marked their centenary too with commemorations across the country.

One Legion

- The Legion is unique – as we say in the vision for One Legion, we are able “to bring together our nations, communities, and individuals to create better futures for our Armed Forces communities and their families.”
- Some One Legion changes that have taken place so far:
 - We have been changing our welfare services, and how we offer them, to provide better support; increasing the limits for the Individual Needs Grants, increasing the Admiral Nurses, closing the Pop In centers, starting to define how we can create multi-disciplinary, expert teams to work with our case workers to make it easier for those who come to us. And we have been increasing our grants to other organisations.
 - Developed the New brand which will help us reach new people, in particular younger audiences who spend more time online and with digital media.
 - We have brought, Marketing, Remembrance, and Fundraising together in a single directorate to drive a more single-minded presentation of the Legion to all our audiences.
 - We will be moving MSOs to the Membership team and allowing them to focus on membership.
 - We have been building much greater expertise in areas of the organisation such as IT, Data; Membership Communication and Engagement (Internal Communications and Network Engagement will support going forwards).

Highlights 2021

- Another very challenging year but again we have put our beneficiaries first and maintained our services and support, even doing more.
- Care Homes have had the hardest challenge with the pandemic, but they still maintain a level of services that we are extremely proud of
- Our branches working with branch community support ensured that your work supporting the communities goes on.
- We supported 30,000 people in need of help in the UK or one of 31 countries across the world where we operate.
- Through our caseworking, we provided practical support by awarding over 10,000 grants to individuals, helping with mobility, housing, household items and debt.
- Our War Pension and Armed Forces Compensation service received over 1,000 new requests for support with appeals against compensation awards. We supported them to secure over £2m during the year.
- We helped over 2,000 people through our specialist debt and money advice during the year, up 15% on last year, and securing nearly £10million for them.
- Our PAPP team ensured that this year’s national census contained very important questions relating to the Armed Forces – Count Them In – next year this will provide some very helpful insight to the sector in the needs of our beneficiaries.
- We also made very good progress in our campaign to Stop the Service Charge for all those that have served with our Armed Forces.
- Our financial position also allowed us to support other parts of the sector that do vital work for those we serve, and we grant funded almost £10m ensure that work continues - £6m in particular to Combat Stress.

- None of this possible without your support of the Poppy Appeal.
- Difficult Appeal in 2020 due to Covid. Street collections fell to £19 million, but with Poppy Shop (£6 million) and online activity (£9 million) we raised £34 million.
- Thankfully street collections returned in the 2021 Poppy Appeal, and we could therefore raise our expectations and gave ourselves a £43m target. So far, we have banked over £22m across all areas of fundraising including £4m through contactless devices showing how important keeping up with the latest technology really is.
- On 6 June 2021, the 77th anniversary of D-Day, the British Normandy Memorial was unveiled at Gold Beach in France.
- The RBL provided a televised link from the unveiling to the National Memorial Arboretum for those veterans unable to travel to France.
- In 2022, focus will be the 40th anniversary of the Falklands.
- Tuesday, 14 June event for 10,000 veterans and bereaved families at the National Memorial Arboretum.
- Memorials at the Arboretum dedicated to units involved in the Falklands campaign and the Armed Forces Memorial records 255 fallen.

Diversity and Inclusion

- Inclusivity is core to who we are and what we do at RBL. The Legion is unique in our ability to bring people together. Bringing people together is part of remembrance. It is core to who we are – each year we reaffirm our loyalty to community crown and nation.
- Members told us that they support diversity and inclusion and wanted the RBL to continue to evolve.
- We have appointed our first Head of Diversity & Inclusion.
- We have started developing and implementing our Diversity & Inclusivity strategy
- Are we reaching out to our communities for Remembrance? Are our events accessible to the disabled and mobility impaired? Are Branch positions offered to all?
- This work will ensure the Legion is understood and supported throughout its next century.

Governance and Elections

- As we move away from our centenary, we need to focus on ensuring that our organisation is fit to keep up with the pace of change with the external environment. If you read the 'we are the legion' book the one thing that has been constant over the years is, Change. The Legion has always tried to keep up with the needs of our beneficiaries and the needs of the public in supporting our beneficiaries.
- Our Board of Trustees are doing exactly that with our Governance – we have started to review our governance and we will be making sure that we keep you up to date with how that progresses.
- One change that the Board have introduced for the upcoming elections is to ensure that there is a suitable selection criterion in place for all candidates. This will help us find the most suitable people to lead and guide the country largest Armed Forces charity.

Next Year 2022

- We approach 2022 with changes that come about from the pandemic as well as changes that we have approached through One Legion.
- But we approach 2022 with much to be positive about – much of the change that we have started, particularly without teams and particularly with our focus on new expertise – we should be able to provide much greater support, not only to our

members and volunteers whether you are in London, Cardiff or Belfast but more importantly to beneficiaries wherever they are based. It may take some time to work these changes through and ensure that they are well understood but hopefully we are all agreed on the outcomes that we are looking for.