



To: All Branch Chairmen and Secretaries

24th June 2024

Dear Branch Chairman/Secretary

Election of Hampshire County Chairman

This letter is to inform you that the election process for the roles of County Chairman has now started, in order that this post will be elected and take office immediately following the County's Annual Conference on 18th January 2025.

The County must fill both this position in order to fulfil its obligations and to ensure that the County can operate effectively. (The duties of the County Chairman are set out in the Membership Handbook March 2024 under section 21 County Role Descriptions on pages 78-80 which are attached for information).

The election process will be conducted following the procedure set out in the Membership Handbook (March 2024) under section 4 Elections on page 30. A copy of the relevant section is attached for ease of reference, together with the timetable for the election.

This letter and accompanying information are being circulated to all our branches, but under Legion regulations only those that have submitted both their accounts and MS1 forms by the due dates for the year ends preceding the election date are eligible to participate in the election process. **A list of those branches that are eligible to nominate and/or vote in the elections is attached.**

Nomination of Candidates

The first stage in the election process is the nomination of candidates. Eligible branches may nominate one person who is a current Member or Life Member of any branch within the County for election as County Chairman. The nomination must be made at a Branch General Meeting (not a Branch Committee Meeting, as detailed in the procedure on page 30 of the Membership Handbook).

Following the decision on your nomination, please complete the Branch Nomination Form (this is attached in both Word and PDF formats), using **block capitals**, and send to the form to me.

Candidates are not allowed to canvass.

But they can: Create a CV no longer than one page of A4, with a passport-size photo attached, which they can return with their nomination form:

- Consider what will help the decision of voters: for example, RBL-specific experience, relevant professional experience, and a personal statement.

They should bear in mind that CVs may be edited before they're distributed to voters. Candidates may be asked to make alterations (which they can accept or decline).

All nomination forms must be returned to me the address below, **by 1700hrs on Monday 9th September 2024**. (Forms and CV's may also be scanned and sent electronically together with a digital photograph).

In the event that there is only one valid nomination for each post, that person shall be deemed elected without the need for a ballot. Where more than one nomination is received an election by postal ballot will take place and all branches and candidates will be notified shortly after the deadline for receipt of nominations.

I trust that the above covers all the information your branch (if eligible) will require to take part in this important election process. However, please do not hesitate to get in touch if you would like to discuss the role of the County Chairman further, or if you require any clarification or assistance with the nomination process.

Yours sincerely

HChurch

Holly Church
Membership Engagement Officer, Hampshire

Address

FAO Holly Church, MEO Hampshire
Fawley Royal British Legion
3 Exbury Road, Blackfield
Southampton, SO45 1XD

Enclosures:

1. Duties of the County Chairman (Extract from Membership Handbook March 2024)
2. Election Process for County Chairman (Extract from Membership Handbook March 2024)
3. Election Timetable for Hampshire County Chairman July – December 2024
4. List of Voting Branches 2024
5. Nomination Form for Hampshire County Chairman

Distribution:

All Branch Chairmen and Secretaries
County Committee
Membership Council Representative
Membership Engagement Manager