

**MINUTES OF RAFA NEWARK & DISTRICT BRANCH COMMITTEE/TRUSTEES'
MEETING HELD ON 4th JULY 2022**

Present:		Appointment:
Allan Hildage	(AH)	Trustee -Branch Chair & Welfare Officer
Robin Docksey	(RD)	Trustee - Branch Secretary
Des Saint	(DS)	Trustee - Publicity & Social Media (Welfare Designate) -
James Scott	(JS)	RAFLO
Elsbeth White	(EW)	Trustee / Events
Jerry Flint	(JF)	Vice Chairman (Designate)
Sarah Rowe	(SR)	Treasurer (Designate)
Apologies:		
Paul Watson	(PW)	Trustee -Standard Bearer & Wings Appeal
George Campbell	(GW)	Trustee - Vice Chairman / Treasurer
In Attendance:		
Dennis Atkins	(DA)	Trustee - Branch Hon Life Vice- President

ITEM	RECORD OF DISCUSSION AND DECISIONS	ACTION
1	<p>Welcome, Dedication & Co-option of new Committee Members</p> <p>The Chairman welcomed everyone and gave the dedication. AH stated that EW was resuming her appointment as Trustee after a period of leave of absence and had agreed to take on the role of coffee morning manager. JF and SR had</p>	AH

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	<p>volunteered to be co-opted as members of the committee as Deputy Chair and Treasurer respectively. JF & SR were unanimously voted to join the Committee.</p> <p>AH reminded that whilst the co-optee's views and opinions would be very much welcomed and encouraged, they could not act or vote as Trustees of the Branch until such time as their appointments were formally ratified at either an AGM or SGM.</p>	JF / SR
2	<p>Apologies for Absence</p> <p>Apologies were received from GC and PW</p>	
3	<p>Declaration of Interests / Conflicts</p> <p>The Chairman declared an interest as a Trustee of the Newark Patriotic Fund and as the new Chairman of 2023 Newark Armed Forces Day Working Group . There were no other declaration of Interests or conflicts by any Branch attendee.</p>	AH
4	<p>Minutes of Previous Meeting</p> <p>The Minutes of the last meeting were accepted as a true and accurate record save for JS's posting date being in Nov rather than Sept as recorded – RD to amend. Proposed by AH and Seconded by DS.</p>	RD / All
5	<p>Matters Arising</p> <p>The signage issue is still outstanding. JS informed the committee that his father had retired and the signs could therefore not be made by him. It was agreed that AH would look at other options</p> <p>AH stated that the photos of the Lancaster aircraft to be used for the calendar were still to be gone through. Both he and DS would pick a selection for use.</p>	AH AH / DS
6	<p>Financial Report</p> <p>In GW absence, SP informed the committee by report that in spite of the large utility bill due (£3000), the branch was still in a reasonably healthy state.</p> <p>The Branch account currently stands at £9,454.75</p>	All

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	<p>The Club account at £12,154.21</p> <p>The Wings Appeal at £395.09</p> <p>The Welfare account at £2007.11</p> <p>The matter of the reclaiming of Gift Aid from HMRC remains outstanding along with refund of payments erroneously made to Balderton Branch from the estate of the late John Knight.</p>	
7	<p>Welfare, Membership, Ceremonial, Wings & Club Reports</p> <p>Welfare: AH reported that he had received a call from Preston reference a care home case which had resulted in care assistance of £2600 quarterly which was an excellent result. Another case in the area exceeded the £23K threshold and could not be helped financially. EW, the welfare visitor, carried out 2 visits this month. DS is also assisting. AH reiterated that all fuel and associated bills for such journeys should be claimed.</p> <p>DS advised that his DBS was now through and his formal RAFA Welfare Training was scheduled for Sept 2022. The possibility of organising welfare trips and external visits was discussed and DS undertook to explore possibilities.</p> <p>Membership: RD stated that there were currently 268 active members, 10 lapsed and 4 new members.</p> <p>Branch Standard bearer: AH stated that Alan Brooke had attended with the Standard at Lincoln on 29th May in lieu of PW. JS agreed to parade the standard at the Battle of Britain on 11th September.</p> <p>Media /Publicity: The Nimrod had been published and distributed this Summer.</p> <p>Wings & Club Report: There was no Club report available. JS has no current Wings information from PW. AH to discuss with PW.</p>	<p>All</p> <p>DS</p> <p>JS</p>
8	<p>Recent / Forthcoming Events</p> <p>AH informed everyone that new Branch development training sessions for August September are now available for registration with RAFA HQ. RD can furnish further details.</p>	<p>All</p>

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9	<p>Any Other Business</p> <p>AH advised that Mr Steve Asman had volunteered to take on the voluntary role of Building / Property Manager to oversee and advise on maintenance issues and undertake minor repairs as required.</p>	All
11	<p>Date and Time of Next Meeting <i>(Please note Change!)</i></p> <p>The next meeting will be held on Tuesday 13th September at 1900hours with tea / coffee from 1830 hours</p>	All