

**MINUTES OF RAFA NEWARK & DISTRICT BRANCH COMMITTEE/TRUSTEES'
MEETING HELD ON 9th October 2023**

Present:		Appointment:
Michael Reilly	(MR)	Trustee – Chairman
Jerry Flint	(JF)	Trustee - Treasurer
Susan Parker	(SP)	Trustee
Margaret Flint	(MF)	Trustee
Joyce Woods	(JW)	Trustee
Allan Hildage	(AH)	Trustee – President
Apologies		
Elsbeth White	(EW)	Trustee – Secretary/Wings Appeal
Dennis Atkins	(DA)	Trustee - Branch Hon Life Vice-President
Matt Cryer	(MC)	RAF LO
Allan Brooke	(AB)	Branch Hon Life Vice President

ITEM	RECORD OF DISCUSSION AND DECISIONS	ACTION
1.	Welcome and Dedication	MR
2.	Apologies for Absence Apologies received from DA, EW and AB. JW arrived at approximately 19:40 SP arrived at approximately 20:00	EW

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3.	<p>Co-Option</p> <p>AH & JF both had contacted Martin Bell (RAFA HQ), who confirmed it was acceptable to Co-Opt MF & JW as Trustees.</p> <p>MR proposed and AH seconded the motion. Carried unanimously.</p>	ALL
4.	<p>Declaration of Interests / Conflicts</p> <p>AH – Director of the Newark Services Club (NSC) and Trustee of the Patriotic Fund.</p> <p>SP – Director of the Newark Services’ Club (NSC).</p> <p>MR – Welfare Officer of the Patriotic Fund.</p>	<p>AH</p> <p>SP</p> <p>MR</p>
5.	<p>Minutes of 2 x Previous Meeting</p> <p>AH proposed and JF seconded that the minutes of the 4th September meeting were a true and accurate record.</p> <p>AH proposed and MR seconded that the minutes of the 11th September meeting were a true and accurate record.</p>	<p>ALL</p> <p>ALL</p>
6.	<p>Matters Arising</p> <p>Chairman MR accepted the role of Chairman.</p> <p>The Newark Nimrod Newsletter AH accepted the role of Editor, with support from MR and JF.</p>	<p>MR</p> <p>ALL</p>
7.	<p>Financial Report</p> <p>JF reported the following:</p> <ul style="list-style-type: none"> • BRANCH: £9,952.18 • WINGS: £2122.22 • WELFARE: £7844.78 • AT HQ: £12,023.35 • Meat Raffle Float: £29 • Coffee Float: £20 • TOTAL (excluding WINGS): £29,869.31 <p>JF suggested that we transfer £2000 to the WINGS account from the Branch account. AH seconded. Carried unanimously.</p>	<p>JF</p> <p>ALL</p>
8.	<p>Membership, Welfare, Ceremonial, Media/Publicity Membership</p> <p>JF informed the committee that the Branch had 263 active members, 20 lapsed, 1 new joiner, 0 leavers and 2 who had passed.</p>	JF

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	<p>Welfare Welfare issues were discussed. AH suggested a visit to the RAF Hendon Museum during March 2023 to be organised. MR seconded. Carried unanimously.</p> <p>AH and MR suggested that we plan a visit to the Palace theatre in September 2024 when the RAF Band are present. All agreed.</p> <p>Ceremonial The All Souls (29th October) to be attended by JF & MF. Remembrance Sunday – a sum of £150 was agreed and paid to NSC for refreshments for the forthcoming Sunday. Proposed by MR, Seconded by AH, Carried unanimously.</p> <p>Media / Publicity</p> <p>AH agreed to produce the next version of the Newark Nimrod, with support from MR and JF.</p> <p>JF suggested laminated advertising flyers to be produced for RAFA Coffee Mornings.</p>	<p>ALL</p> <p>AH/MR</p> <p>JF/MF ALL</p> <p>AH</p> <p>JF</p>
9.	<p>Recent / Forthcoming Events</p> <p>The Christmas Lunch has 32 paid deposits with 2 possibles. A sum of £200 towards raffle prizes for the Christmas lunch was carried unanimously. MR is to organise.</p> <p>If the December function is a success, all agreed that more lunches be organised at two monthly intervals.</p>	<p>MR</p> <p>ALL</p>
10.	<p>Service Level Agreement⁴</p> <p>SP briefed that the SLA will be distributed to all Committee members for revue on 11 October.</p> <p>MR & JF will attend a meeting with NSC representatives to ratify the agreement.</p>	<p>SP</p> <p>MR/JF</p>
11.	<p>Any Other Business / Points for Next Meeting</p> <p>AH suggested we invite Balderton Branch to our next open members meeting. All agreed.</p> <p>JF asked for Bank signatories, JW, MR volunteered. AH volunteered to be an on-line banker.</p> <p>JF will organise the return of all surplus Branch and Wings</p>	<p>AH</p> <p>JF</p> <p>JF</p>

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	<p>materials to be returned to RAFA HQ on 11th Oct.</p> <p>JF asked SP whether a RAFA advertising board for Coffee Mornings could be placed outside NSC on Wednesday and Saturday mornings.</p>	<p>SP</p>
<p>12.</p>	<p>Next Meeting</p> <p>The next meeting will be on 6th November 2023 at 1830. At 1900 there will be a Branch members meeting. All members to be notified by email.</p>	<p>ALL</p>