

**Minutes of the Annual General Meeting of
The City of London Squadron Association
Saturday 24th March 2018 at the RAF Club in London**

Present: - Kevin O'Shaughnessy - President, Wg Cdr Steve Duddy - OC 600 Sqn, Jo Everest - Chair, Jacqui Ashby - Secretary, Ian Walton - Treasurer, Shobha Earl – Events, Guest - Wendy Mead, Chief Commoner, City of London Corporation. Association Members: FS Vicky Bannister, Andy Cameron, Jane Drew, Linda Fair, Peter Harris, Sylvia Hyett, Janet Jarvis, Bob Johnstone, Geoff Monahan, Sean Murphy, Tony Reynolds and Lloyd Saxby.

Apologies: - Viscount Trenchard – Patron, Jim Bole, Richard Burford, James Cockburn, Angie Luddington, Terry Lynn, Greg Macaree, Bob Martin, Bill Oscroft, Chris Owen, and Rosemary Savery.

The meeting was opened at 1135 hrs by the President, Kevin O'Shaughnessy who gave a welcome to those present. He mentioned that this would be the last time he would address the AGM as President as he was stepping down to hand over to a younger member. The Chairman then gave a brief report outlining some of the proposals for this year, that the webmaster was working hard, we were perusing the opportunity to vote via the website and to respond to events. Jo also advised that she too was standing down as Chair.

- 1) Minutes of the previous AGM held 8th July 2017 had already been circulated and copies were available at the meeting. There were a couple of comments regarding errors or omissions. These include item 2) that Gp Cpt Peter Harris had been a Honorary Life **Vice** President; Sylvia Hyett had not been included in the list of those attending and that Vicky Bannister should have been acknowledged as the Squadron Liaison. However, this was mentioned in 16) b).
- 2) Matters Arising: - Apart from the above there were no matters arising.
- 3) To amend Rule 7(d) by adding the words shown in italics, so that the amended rule would then read, "The Association shall be managed by a Committee which shall consist of Chairman, Secretary and *at least* six members. This was proposed by Linda Fair, seconded by Jane Drew and passed unanimously.
- 4) To amend Rule 15(b) by adding the words shown in italics and deleting the words shown struck through, so that the amended rule would then read, "The voting at a General Meeting shall be by a show of hands *or by whatever means deemed appropriate by the committee and notified to the members in advance of the meeting* ~~unless the meeting shall decide otherwise.~~" This was in line with allowing members to vote or respond online in the future. The amendment was proposed by Lloyd Saxby, seconded by Janet Jarvis and passed unanimously.
- 5) Election of President – In light of Kevin O'Shaughnessy's decision to stand down as President, Jane Drew, a retired squadron leader, had been approached and agreed to stand as the new President. This was proposed by Jacqui Ashby, seconded by Kevin O'Shaughnessy and passed unanimously. Jane said that she was honoured to be elected and was looking forward to working with the committee for the good of the members.

- 6) Election of Committee.
- a) Chairman – Jo Everest had previously stated that she would stand down, having initially taken on the role as there had been no other applicants. Shobha Earl had agreed to offer herself for election. This was proposed by Tony Reynolds and seconded by Jane Drew.
 - b) Secretary – Jacqui Ashby had stood down from this role at last year’s AGM due to personal reasons, however, as again there were no other members offering to take on the role she had continued to help. She has now offered to be re-elected. This was proposed by Jo Everest and seconded by Shobha Earl.
 - c) Treasurer – Jo Everest commented that Ian Walton had ‘done a fantastic job’ over the years. He has agreed to continue. This was proposed by Bob Johnstone and seconded by Tony Reynolds.
 - d) Events Co-ordinator – As Shobha Earl was now elected as Chair, her previous role as events co-ordinator needed to be filled. Peter Harris had volunteered. This was proposed by Bob Johnstone and seconded by Tony Reynolds. (Subsequently Bob Johnstone volunteered to assist Peter as he lives close by – this was not voted on).
 - e) Liaison Officer – City of London – Chris Owen had agreed to continue in this role. Proposed by Ian Walton and seconded by Vicky Banister
 - f) Liaison Officer – 600 Squadron – Vicky Bannister had agreed to continue act as the contact between the Association and the Squadron. This was proposed by Jo Everest and seconded by Jacqui Ashby.
 - g) Welfare Officer – Tony Reynolds had agreed to continue in the role. This was proposed by Janet Jarvis and seconded by Sean Murphy. Due to the pressures of this role, Tony may require support if the workload becomes excessive.
 - h) Lloyd Saxby and Jim Bole have offered to act as Deputy Welfare Officers. This was proposed by Jacqui Ashby and seconded by Ian Walton.
 - i) Webmaster – Greg Macaree has agreed to maintain the website. This was proposed by Lloyd Saxby and seconded by Andy Cameron.
 - j) Newsletter Editor – Andy Cameron has agreed to rejoin the committee to act as newsletter editor, a job he had been so good at. This was proposed by Jacqui Ashby and seconded by Ian Walton.
 - k) Election of Ordinary Committee Members – it is envisaged that these members will assist any of the above nominated roles if required. These members will be Jo Everest, Sean Murphy Jim Bole and Lloyd Saxby. (The latter two have already agreed to assist the Welfare Officer Tony Reynolds). Wendy Mead has also indicated she would like to help with the committee, and wishes to become a member – Secretary to forward membership forms. Proposed by Kevin O’Shaughnessy and seconded by Janet Jarvis. All the above proposals for the members of the new committee were passed unanimously.
- 7) Election of Auditor – Mrs C Kempton has agreed to continue as auditor. Proposed by Vicky Banister, seconded by Lloyd Saxby and passed unanimously.
- 8) Ian Walton presented the Accounts for the year ending 30th September 2017. Income included a further £1,000 from ‘Casper’. He pointed out that there was an error in that the figures for Administrative Expenses had been transposed. The £200 expenses include audit fee and cost of wreaths. There was also a payment of £50 being the Association contribution to the Memorial Bench. There was some discussion regarding the deficit against last AGM which was explained partly by the tea / coffee provided before the meeting. The balance sheet contained a prepayment for £600 being the cost to produce the second badge of the Squadron to be displayed on the walls of the RAF Club. It had

previously been thought that both badges had been on display, indeed the badge next to ours was out of sync with the numbering. However, the RAF Club has advised that they do not have the second badge. Donations have been pledged to cover the cost of the badge and the Association have agreed to make up any deficit to the value of £150. Previously the OC had undertaken to request serving officers of 600 Sqn make donations as the RAF Club membership is only open to officers. Vicky agreed to hasten. The accounts were proposed by Jo Everest, seconded by Lloyd Saxby and passed unanimously.

- 9) Kevin O'Shaughnessy presented a report of the Central Fund. This included a kind donation of £3,000 from the family of the late Tony Stotesbury who died August 2016. The expenditure included £1,000 to Jacqui Tennant's family, £50 towards the bench and a one-off payment to comply with EU regulations.
Kevin then proceeded to explain the investments that had been made. As trustee of another, larger, trust fund he had set up the Central Fund to mirror the investment decisions taken by the Investment Manager of the larger Trust, thereby giving their management expertise without having to pay management fees. Lloyd Saxby congratulated Kevin on the work that he has carried out.
- 10) Events – Shobha Earl went through some of the events on the list that had previously been distributed. Vicky Bannister confirmed that the Annual Visit to Holland would be travelling out on the evening of 2nd May and returning overnight on 5th May. Vicky also advised that the Squadron would be holding a 40's themed event at the Squadron on the evening of Saturday 12th May, prior to the St Bart's Service on the Sunday.
The annual FLOCAs parade on 3rd June will this year be dedicated to the formation of the RAF and therefore as the only Auxiliary Squadrons in London 601 & 600 will lead. It is requested that we have a reasonable turnout at this event.
Wendy Mead advised that the City of London Corporation was holding a reception at the Guild Hall on 19th April where it is intended to have the RAF 100 static aircraft display in the Guild Hall Yard for viewing prior to the Centenary Parade on 10 July.
- 11) The date for next year's AGM has been set for Saturday 16th March 2019. The venue was yet to be decided, should any member have any suggestions please notify the committee.
- 12) Any Other Business – Janet Jarvis advised that Kevin Foley had been in hospital and was now recovering hence he was not able to attend today's meeting.
Janet also advised that Charles Collingwood had had a stroke. It was suggested that a welfare officer contact them.
Jacqui Ashby advised that she had received an email from Patricia Burvill, the widow of the late Kenneth, regarding a list of old photographs and a few items of other 600 memorabilia and requested whether we would be interested. Vicky agreed that we would. Jacqui is to reply to Patricia and arrange for a local member if possible to collect.

There being no other business the meeting closed at 1230.

Jacqui Ashby