

Minutes of The Royal British Legion Scotland, Thurso Branch Committee meeting held in the Clubrooms, Riverside Road on Thursday 31 March 2022 at 1930 hours.

Present: Simon Middlemas Chair
Joe McNeil
Ron Galloway
Robert Gray
Keisha Sutherland
John Blake
Dean Bowman
Alex Mathers
Albert McIvor
Zena Latcham

Apologies: June Love
Mike Ennis
Tim Hooper
Karin Freeman

MINUTES

1. WELCOME AND INTRODUCTIONS

Simon Middlemas, Chair, welcomed those present and opened the meeting.

2. SILENT TRIBUTE

Simon Middlemas led the silent tribute.

3. CHAIRMAN'S REMARKS

Simon stated this was his first meeting in the Chair following the retirement of Gus Mackay who he thanked for his sterling service to the Branch over many years, also wishing him a long and happy retirement, echoed by all. He especially welcomed those attending their first meeting having recently joined the Branch Committee. With this in mind, he explained the role of the Branch Committee and its relationships with RBL HQ, our affiliated Club and Club Management Committee, whose meeting follows the conclusion of this meeting.

4. MINUTES OF LAST MEETING

The minutes of the last Branch meeting, RBL-BCM(2021)M06, held in the Clubrooms on Thursday 26 October 2021, were reviewed and accepted on a motion by John Blake seconded by Joe McNeil.

No issues were raised from the minutes.

5. STATUS OF ACTIONS

See Appendix at bottom of document.

6. BRANCH FINANCIAL REPORT

Joe McNeil noted the following:

- The current balance of the Branch account was £6,399.44.
- Since January we have received around £3,000 in members fee's and have made our capitation fee receipts to RBLS HQ with refunds to come later in the year.
- We haven't had any further income up to this time with various fundraising ideas under consideration.

7. CLUB CONVENOR'S REPORT

Simon proposed that this item be removed from the agenda as the Branch Committee members who are not part of the Club Management Committee have the opportunity to access the minutes of the Club Management Committee meetings on our website 'rblsthurso.com' or in the file held in the office containing the hard copies. Should they have any queries after accessing these minutes they can be raised at the next Branch Committee meeting and hopefully resolved. After discussion this was agreed unanimously. It was also proposed and agreed that after this item is removed it is replaced with a 'Sports Conveners Report'. Simon also stated that any Branch Committee members who wished to attend future CMC meetings as observers would be most welcome.

8. ANGLING CONVENOR'S REPORT

John Blake noted that:

- Three boats had been totally stripped and refurbished with a large amount of work completed. The Treasurer also added that the insurance for the boats had been renewed.
- Information from the office - there are 37 paid up members of the Angling Section to date.
- Keisha Sutherland, on behalf of her father Martyn, thanked John and the Angling Section for the way they had conducted their activities in the Sea Cadet Hall which had been used for the refurbishment work on the boats. They had been very diligent in working tidily and looking after the facility.
- The Angling Committee held their AGM on 12th November 2021 and continue to hold their regular scheduled meetings, minutes of which can be found on the notice board.

9. FACILITIES MANAGEMENT REPORT

Simon Middlemas reported:

- A small number of minor defects have been reported which will be dealt with in due course.
- Minor works to be carried out are listed in Simons report dated 31st March 2022, as is the list of major works with their allocated priority numbers.
- Few small problems that would require attention:
 - Toilets continue to need attention for regular blockages with Scottish Water in attendance recently for a small blockage in the Lounge gents.

A new cellar cooler has now been fitted and is working satisfactorily after a follow up visit by the local contractor who carried out the task.

A second hand Combi oven has been procured at a competitive price and was collected from the previous owners in Alness by Joe assisted by member Robbie Dunbar and his van. It will be installed in the kitchen in due course. Simon also reported that to stop duplication this would be the last Facility Management report given at Branch Committee meetings as it is essentially a CMC responsibility.

10. FUNDRAISING REPORT.

With the lifting of Covid restrictions we may now be in a position to consider reinstating Branch fundraising activities. This could include Branch coffee mornings in the Function Hall and Saturday night raffles at the lounge entertainment. These activities, though, would rely on volunteers from the Committee's being available to assist with the organisation and implementation.

Following discussion and with slightly differing opinions expressed it was agreed that the event planned in support of Armed Forces day would proceed but be scaled back without outside activity. It was generally felt this was preferable due to the short timescale involved in which to organise an external event. On this basis Simon will produce a proposed list of stalls and attractions containing actionee's, equipment required etc and circulate to Committee members.

11. WELFARE REPORT

Keisha Sutherland:

Keisha stated that it was currently very quiet on the welfare front with not much to report. She also stated this would be her last Branch meeting before her move to live in Lossiemouth on 01st May and that Zena Latcham has offered to pick up the baton as new Welfare Officer.

Simon thanked Keisha for her efforts as Welfare Officer and for her input to the Branch Committee over her time as a member. The Committee as a whole also agreed and passed on their best wishes to Keisha for the future.

Zena stated she was happy to accept the role of Welfare Officer and was thanked by Simon for taking on the role. She said there must be people in the area who would

benefit from our Welfare activities and would endeavour to promote them in the wider community.

Simon offered our help and support to Zena as required.

12. COMMUNICATIONS

Keisha Sutherland noted:

Facebook and Instagram continue to be updated with Legion news and activities with the posts on Facebook mostly handled by Donald.

The website is now up to date with details of all Saturday night entertainments and other events for the rest of the year posted in the 'What's On' section.

13. ANY OTHER BUSINESS

The subject of support for Hall reconfigurations for different events was raised and John Blake recommended a better communication strategy between the staff and Committee and within the Committee structure. To facilitate this we receive a list of the planned events in the diary on a monthly basis from Donald which is typed out and posted on the office notice board. In future this list could also be e-mailed to Committee members for their information, and to indicate when support would be required, and backed up by a weekly update to take account of any late bookings.

S R Middlemas

Chair, RBL Branch Committee

13th April 2022.

ACTIONS ARISING FROM THIS MEETING

RBL-TBC(2022)M01/A01: Club Secretary delegated to e-mail Branch/Club Committee members with details of planned events on a month ahead basis with weekly updates if required.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

RBL-TBC(2021)M05/A01: All members to consider Welfare proposal (see Appendix 1 of minutes for RBL-BCM(2021)M05). **Action ongoing:** Discussions had been held and further consideration of this proposal would be taken forward over the coming months. If the proposal was accepted it is not expected that this would commence until the New Year.

RBL-BCM(2021)M04/A03: All committee members to come forward with fund raising ideas for Arm Forces Day. **Action ongoing:** As it has been agreed that this event will now proceed indoors in the Function Hall Simon Middlemas will update and distribute his proposal document to reflect.

ACTIONS COMPLETED SINCE LAST MEETING

RBL-TBC(2021)M05/A02: All Branch Committee members to attend roadshow for new National Rule Book on 28th September at 730pm in the Club room. **Action complete.**

RBL-TBC(2021)M06/A01: Gus Mackay to provide Branch Committee with full list of arrangements for the Remembrance Day events. **Action complete.**

RBL-TBC(2021)M06/A02: Joe MacNeil to co-ordinate colour party arrangements for the rehearsal and event. **Action complete.**

RBL-TBC(2021)M06/A03: Gus Mackay to provide old notices re AGM and recruitment to Branch/Club Committees in order to have these updated and displayed on boards prior to AGM's. **Action complete.**