

President: Air Vice Marshal Graham Howard CB MA RAF (Retd)



**The Royal Air Force
Servicing Commando
and
Tactical Supply Wing Association**

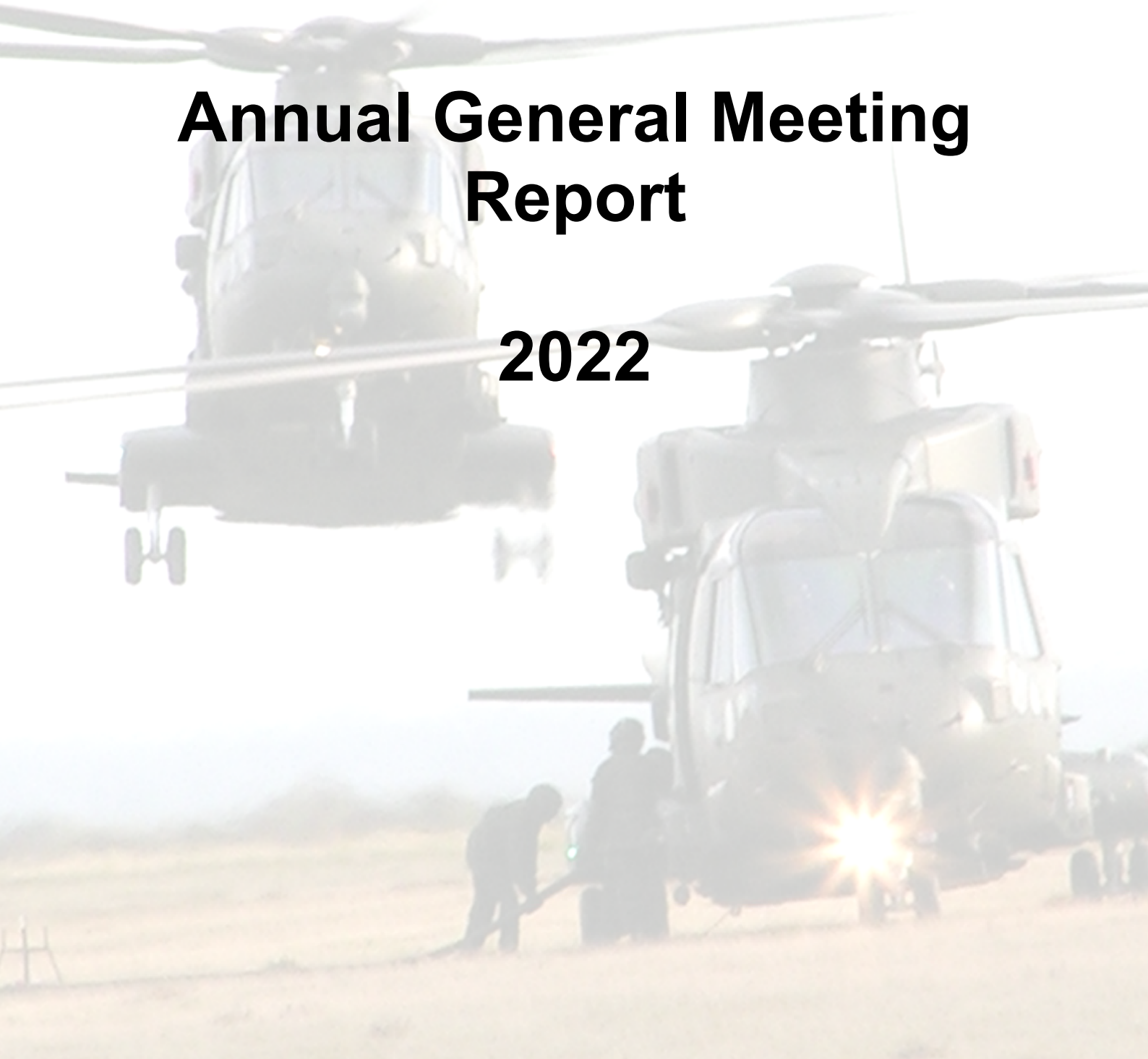


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Annual General Meeting Report

2022



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CHAIRMAN'S EXECUTIVE SUMMARY

It's been a busy year having successfully emerged from under the 'Covid-19' cloud. The Association has continued to blossom as we've built on the strong foundations laid by our predecessors. The members of the committee have worked tirelessly throughout the period to improve the level and breadth of services provided to the membership, as is shown in the enclosed reports.

Although more money went out of the Association accounts than came in over the past 12 months, mainly due to final payments for the memorials at the National Memorial Arboretum, we still find ourselves in a very healthy position with over £9,000 in our account. We have invested in a new website, new merchandise, a new Association tent / marquee for outdoor functions and we have been able to subsidise functions for members, all of which have helped to improve the attraction of the Association.

Membership numbers are growing steadily year on year, with the current total standing at 356 members. Although the majority of the membership is made up of ex-TSW members, we've been amazed to discover yet another RAF Servicing Commando veteran, LAC Ronald Trigger (3205 SC), who is currently being brought into the fold. However, it is also with great sadness that we record the passing of the following Association members:

In Remembrance

3207 SC	Ernie Deighton	10 Jun 2021
TSW	Stevie Martin	8 Nov 2021
TSW	Nick Atkinson	16 Jan 2022
3210 SC	Des Spruce	20 Feb 2022
3210 SC	Fred Hammett	18 Apr 2022

The provision of welfare support continues unabated, with an increase in requests for support following the extended periods of lockdown. In order to improve the level of our support, the Welfare Member has set up a Welfare Sub Committee with individual points of contact being established geographically throughout the country. There are still gaps in our coverage, so additional volunteers would be gratefully accepted!

We have a full events calendar planned for 2022 that will see the first Reunion Dinner and AGM in 3-years, the President's Dinner at the Union Jack Club and the annual Remembrance Parade in London, in addition to the very successful Battlefield Tour to Flanders that took place in Apr/May. We are also likely to see more lower-key events, so keep an eye on our social media channels as events can only go ahead if well supported.

The period since Covid-19 has seen a significant improvement in the range and quality of merchandise being offered. The range now includes branded clothing such as T-shirts, polo shirts, hoodies in addition to hip flasks, mugs and water bottles. Merchandise will be available

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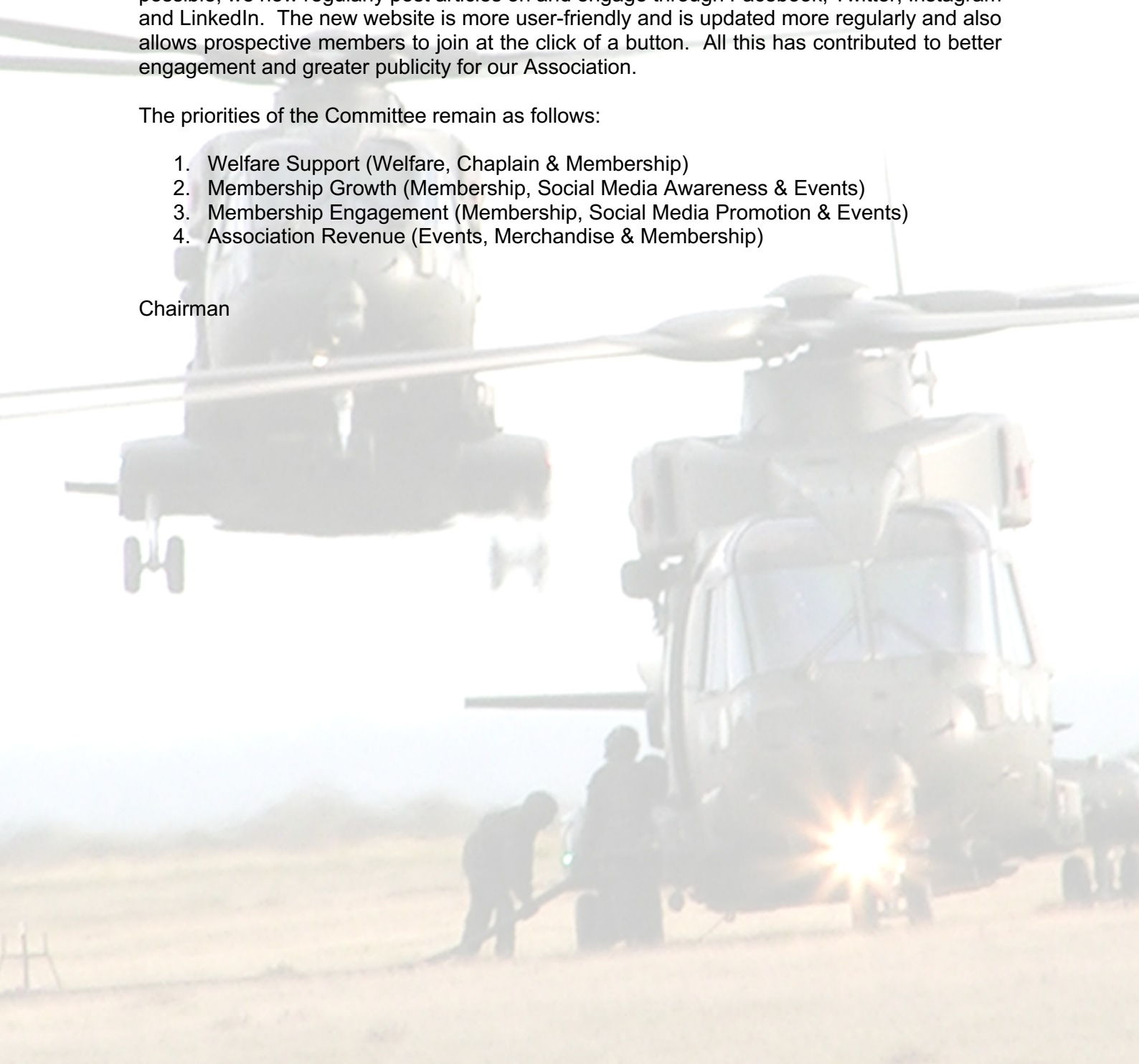
to buy at the Families Day and we are also planning to have everything on sale in the shop on the website.

Engagement with members of the Association, TSW and the wider ex-TSW / ex-services audience has been greatly improved with the creation on the Media Member position on the committee. In an effort to remain current and spread Association engagement as wide as possible, we now regularly post articles on and engage through Facebook, Twitter, Instagram and LinkedIn. The new website is more user-friendly and is updated more regularly and also allows prospective members to join at the click of a button. All this has contributed to better engagement and greater publicity for our Association.

The priorities of the Committee remain as follows:

1. Welfare Support (Welfare, Chaplain & Membership)
2. Membership Growth (Membership, Social Media Awareness & Events)
3. Membership Engagement (Membership, Social Media Promotion & Events)
4. Association Revenue (Events, Merchandise & Membership)

Chairman



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TREASURER'S REPORT FOR FINANCIAL YEAR JANUARY - DECEMBER 2021

Balance Sheets

<u>Receipts and Payments Account as at 31 December 2021</u>				<u>Receipts and Payments Account as at 31 December 2020</u>			
Balance of Current Account at 1 Jan 2021:		£	4,483.58	Balance of Current Account at 1 Jan 2020:		£	1,129.34
Balance of Savings Account at 1 Jan 2021:		£	13,173.78	Balance of Savings Account at 1 Jan 2020:		£	4,431.19
Balance of PayPal Account at 1 Jan 2021:		£	291.02	Balance of PayPal Account at 1 Jan 2020:		£	737.39
Opening Balance			£ 17,948.38	Opening Balance			£ 6,297.92
Plus RECEIPTS				Plus RECEIPTS			
Paypal Subscriptions	£	1,469.00		Paypal Subscriptions	£	1,703.00	
Bank Account Subs	£	2,839.35		Annual Subs	£	4,790.00	
Events Income	£	6,721.00		Bank Account Subs	£	4,591.91	
Merchandise Sales	£	11,377.45		Reunion Dinner Money	£	3,100.00	
Held money	£	1,500.00		Memorial Fundraising	£	28,669.38	
Interest	£	45.99		Transfers Into Accounts	£	23,326.00	
			TOTAL IN	Interest	£	6.05	
			£ 23,952.79				TOTAL IN
							£ 66,186.34
Less PAYMENTS				Less PAYMENTS			
Merchandise Purchases	£	3,167.84		Merchandise Purchases	£	4,745.10	
Events Payment	£	11,819.42		Postage	£	650.00	
New Website	£	1,777.97		Memorial Payments	£	20,750.00	
Memorial Payments	£	11,202.60		Subs Refunds	£	15.00	
Coins	£	985.00		Deposit Refund (Normandy)	£	100.00	
Books	£	2,530.00		Committee Expenses	£	98.62	
Airman of the Year Award	£	100.00		Airman of the Year Award	£	100.00	
TSW Welfare	£	200.00		Izettle	£	22.80	
Refunds	£	270.00		Wreaths	£	87.00	
Welfare	£	500.00		Website	£	91.99	
Old Website Fees	£	76.80		Paypal Fees	£	95.37	
Paypal Fees	£	91.58		Transfers Out Of Accounts	£	27,780.00	
			TOTAL OUT				TOTAL OUT
			£ 32,721.21				£ 54,535.88
							£ 11,650.46
			£ 9,179.96				£ 17,948.38
Represented by:				Represented by:			
Balance of Current Account at 31 December 2021:			£6,448.13	Balance of Current Account at 31 December 2020:			£4,483.58
Balance of Savings Account at 31 December 2021:			£1,063.39	Balance of Savings Account at 31 December 2020:			£13,173.78
Balance of PayPal Account at 31 December 2021:			£1,668.44	Balance of PayPal Account at 31 December 2020:			£291.02
Closing Balance			£ 9,179.96	Closing Balance			£ 17,948.38
<i>Note:</i>				<i>Note:</i>			
<i>Held Money Airman of The Year & Memorial Bench</i>				<i>£3100 held in deposits for Reunion Dinner Payments</i>			
				<i>£10,923 still owed for Stone Mason</i>			
				<i>Therefore: £3925.38 Working Balance</i>			

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1. **Opening Balance.** The year started with a higher than usual opening balance due to awaiting completion of elements of the memorial and holding the funds raised in 2020 for payment in 2021.
2. **Profit & Loss.** The Account shows a loss of £8768.22 in 2021 due to the final payment of funds for the New Memorial (£11202.60).
3. **Subscriptions.** Annual subscription income was down in 2020 in part due to having offered a 10-year subscription option to members, a calculation designed to ensure we had sufficient funding for the new memorial, and which is financially tenable.
4. **PayPal.** PayPal subscription income continues to decrease as we encourage people move away from these means of payment to Direct Debit/Standing Order or via the website.
5. **Merchandise.** We had a very healthy level of income from merchandise sales, and this entrepreneurial spirit towards generating revenue for the Association will remain a feature going forwards so that we can continue to provide for our members both in terms of events and importantly for welfare. Merchandise profits were £4,694.61 from purchases totalling £6,682.84 (Merchandise Purchases, Coins & Books).
6. **Held Money.** We are grateful to David Packman for his generous donation of £500 for another five years of Airman of The Year award (to 2027) and were holding a £1000 donation for Don Fisher's memorial bench at MoD Stafford.
7. **Events.** Events income totalled £6721 while expenditure of £11819.22 for the various events including the Memorial Unveiling, President's Dinner and Remembrance demonstrated that the Association had the capacity in 2021 to subsidise these events by just over £5000.
8. **Capital Purchases.** A new website and associated support were purchased in 2021 – we hope it is fitting and useful for the membership as a lot of work has gone into configuring it. We know there have been some snags with the payment systems, the STRIPE payment application needed some additional verification for us as an Association and Not For Profit organisation that was difficult to navigate.
9. **Welfare.** Payments totalling £700 were made for welfare for both serving and veteran members. Providing funding for welfare remains our top priority.
10. **Closing Balance.** The closing balance was a more usual £9179.96 leaving us in a great position for 2021. The aims of our finances are to ensure that we have a steady bank holding for any need that may arise but also to spend annual income on events and welfare for the benefit of our current members.

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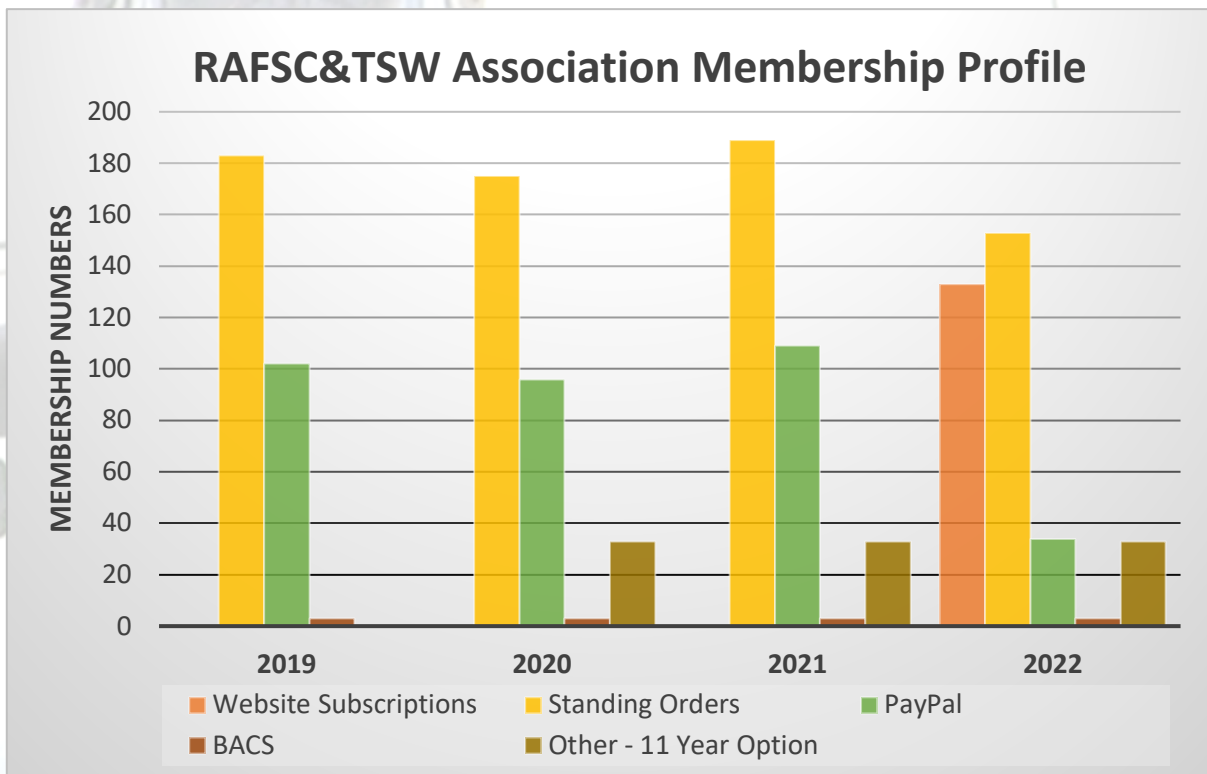


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MEMBERSHIP REPORT – AS AT 09/06/2022

Membership Profile	2019	2020	2021	2022 (YTD)
Website Subscriptions	0	0	0	133
Standing Orders	183	175	189	153
PayPal	102	96	109	34
BACS	3	3	3	3
Other - 11 Year Option	0	33	33	33
TOTAL MEMBERSHIP	288	307	334	356



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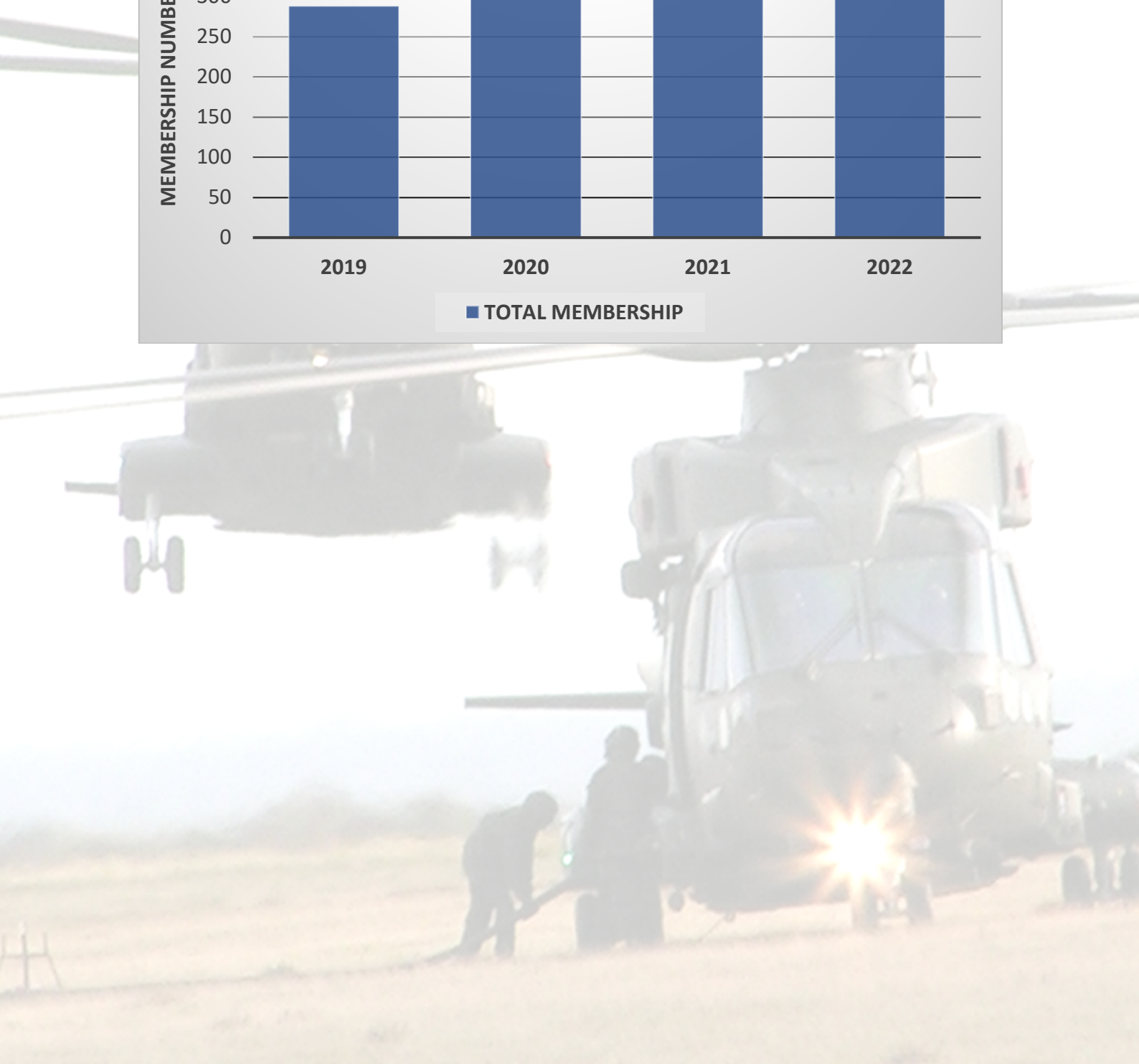


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WELFARE REPORT

It has been a difficult period over the past three years with COVID and all the changes and challenges it brought with it. Therefore, Welfare has created a Sub Welfare Group so when a member in need who needs assistance, they get someone close by who when the need arises can arrange a visit. Most of our assistance can be delivered via a phone call as most just want someone to listen and hear what they are saying but when required, may need signposting to further assistance.

We are trying to cover as many areas as we can. This is an ongoing project but one that has so far been successful in reaching out to members in need and offering an ear to listen and support. Quite often members just need to know that someone cares.

Geographical areas currently covered:

Scotland - Ray Rucroft
Merseyside - Stephen Hafford
Australasia - Stu Jenkins
Greater Manchester/Cambridgeshire - Glenn Lumsden
Home Counties - James McCudden
Staffordshire - Cliff Whiteley
Northeast & Cumbria - Geordie Lumsden

Speciality areas covered:

Disability - Taff Thomas
Work/Union - Dave Williams

In the past 12 months we have helped approximately 20 Association members, by contacting them via telephone or social media. We aim to signpost members in need with relevant assistance but maintain contact to continue support. We have organised meet ups and socials for members who have felt isolated. Helped those with ill health, mobility problems, financial problems, loneliness and problems at home or work.

We have one person who has a background in Unions since leaving the RAF and another with a background in disabilities who can help members in these areas and signpost them on to the help and further assistance they need in a timely fashion.

Request for Volunteers

To help fill out the blank spaces in our geographical areas on sub welfare group.

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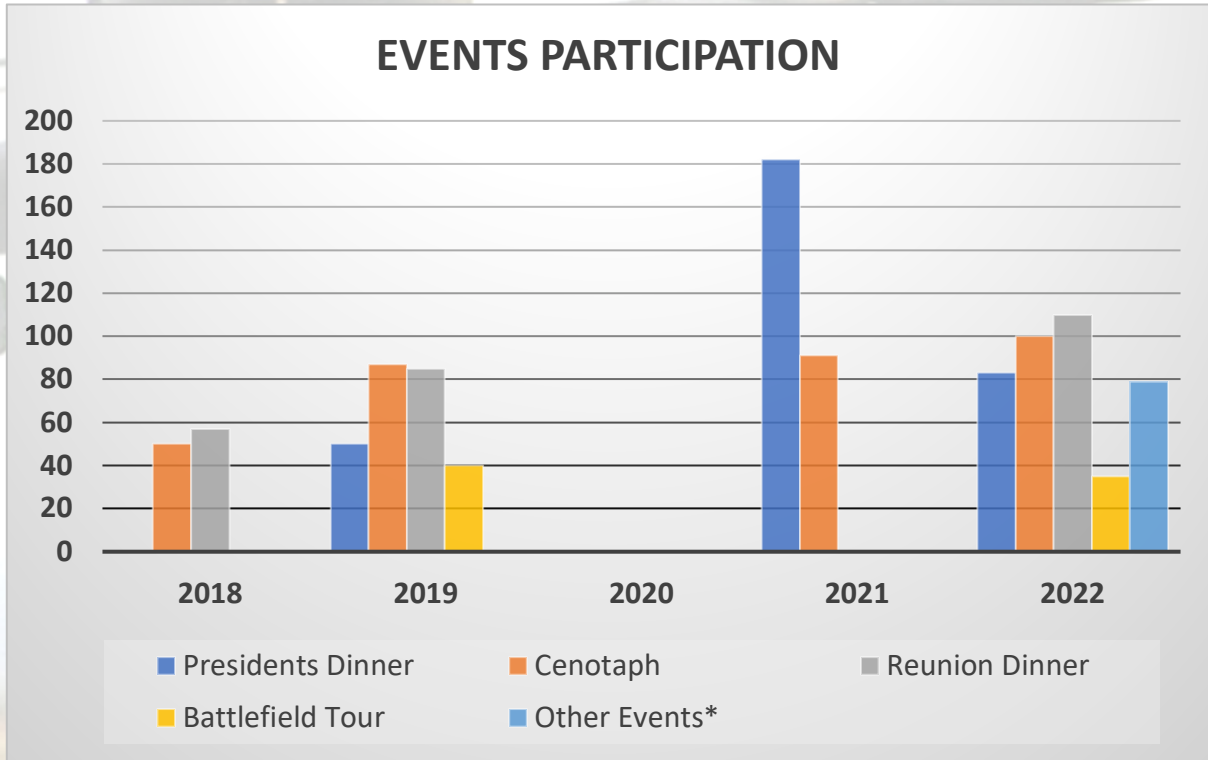
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EVENTS REPORT

The early part of 2021 was pretty much wiped out by the Covid Pandemic although restrictions being lifted in July allowed the Association to unveil the new memorials at the National Memorial Arboretum (NMA) and to pay their respects at the Cenotaph on Remembrance Sunday.

EVENTS	2018	2019	2020	2021	2022
Presidents Dinner	0	50	COVID	182	83
Cenotaph	50	87	COVID	91	100
Reunion Dinner	57	85	COVID	COVID	110
Battlefield Tour	N/A	40	COVID	COVID	35
Other Events*	N/A	N/A	COVID	COVID	79
TOTAL PARTICIPATION	107	262	0	273	407

*Denotes Trips to Tower of London / Funerals etc



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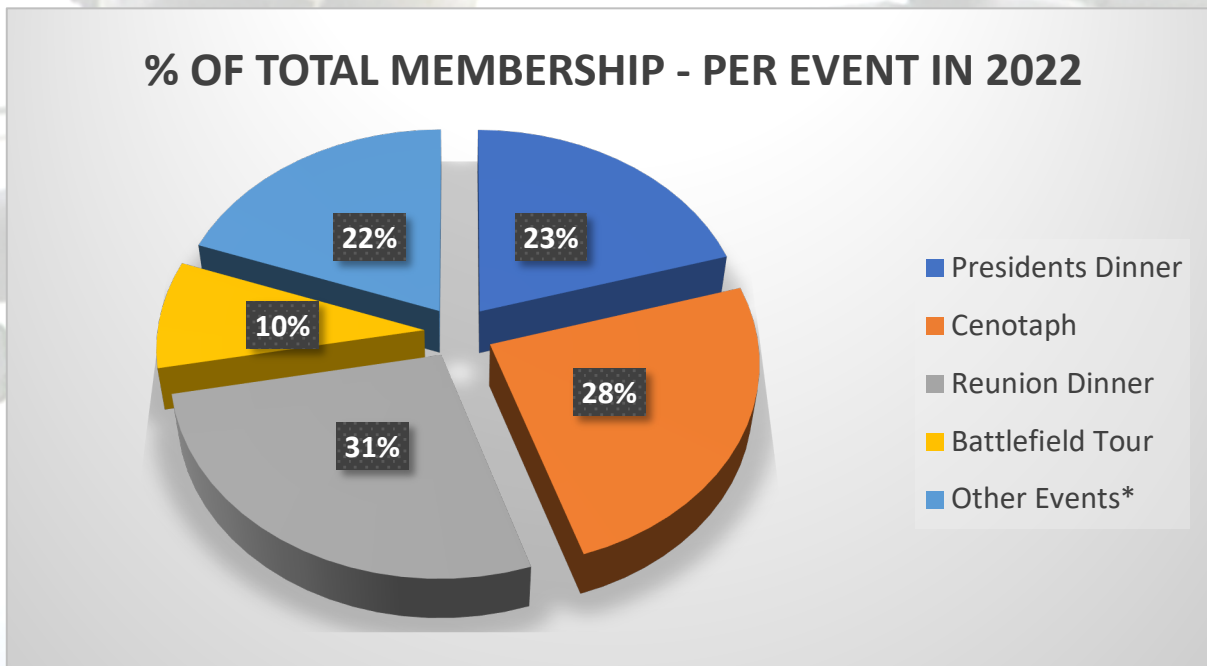
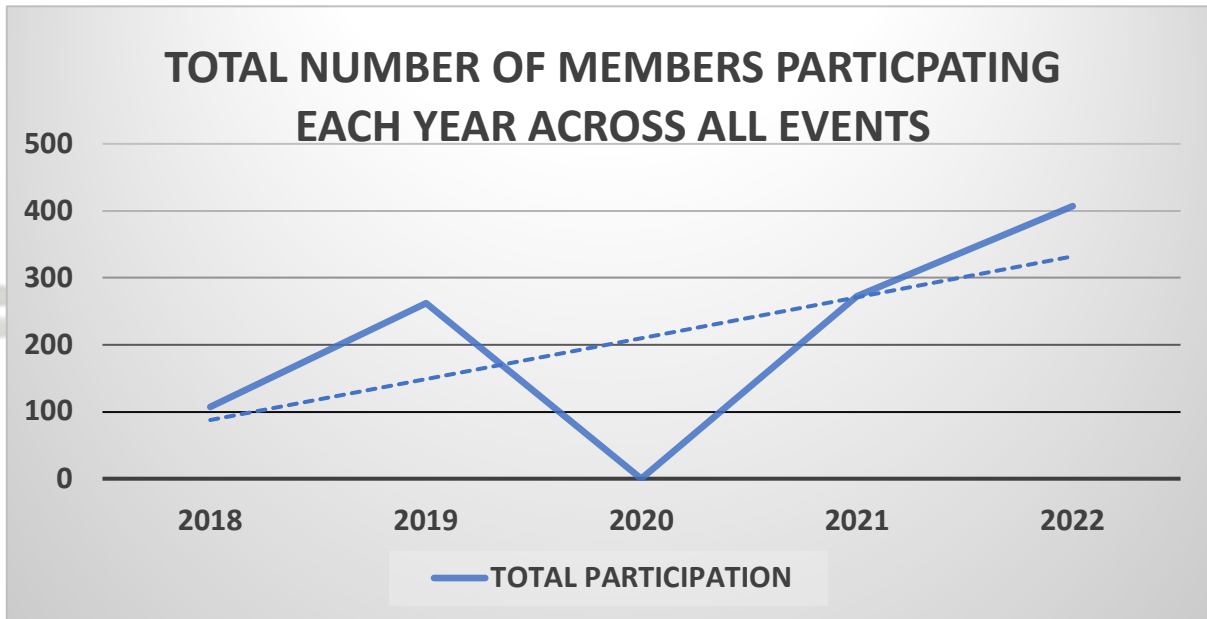


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With the additional social events comes an increase in public visibility, the Committee therefore felt it was prudent to create a Code of Conduct Policy, this has also been added to the website (<https://rafscdo-tswassn.co.uk/raf-sctswa-social-media-policy-2/>) and can be found at Annex B.

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MEMORIAL UNVEILING

The largest event of the year was undoubtedly the unveiling of a joint memorial to the Royal Air Force Servicing Commandos and Tactical Supply Wing at the NMA. Various VIPs and Dignitaries were in attendance to witness the event and attend the Presidents Dinner in the evening.

The money was raised in the following ways:

- GoFundMe page
- Sales and postage of Merchandise.

The GoFundMe page pulled in £15.8k and the breakdown was –

- 80 members donated to the fund, and 19 serving TSW personnel donated.
- The largest individual donation was £1200.

The sale of merchandise to raise money grossed approximately £17k. The Association donated £4000 from existing funds and TSW donated £2500.

BATTLEFIELD TOUR

The planned 2020 tour of Flanders was cancelled due to Covid, and great effort was put in to keep it viable for members, and eventually took place in 2022, and despite many members cancelling and withdrawing money, and we managed to re-sell those seats to others enabling the minimum number to be reached and therefore saving members from losing money.

REMEMBRANCE SUNDAY – WHITEHALL

Members continue to support this event with numbers slowly climbing, and this is mainly the same core of members each year with occasional marchers dropping in and out. The Association continues to be among the largest RAF contingent on the day.

SUMMARY

Various events have had a good impact on the growth of the Association, raised funds and the more interesting and varied these are will only help bring more interest, although the point needs to be made to members that withdrawing late from events / trips / functions often may have a cost implication to the Association. There is a core of members who support most events and engage with the Association by attending.

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MERCHANDISE REPORT (CR)

The availability of merchandise has finally started to progress following the challenges of covid and the sourcing of suppliers. For our clothing we now have an established working relationship with our apparel provider Clothes2Order (C2O).

They have provided us with options to add detail to our crest and make items bespoke for events generating additional income streams. They offer a good range of clothing and we have mainly focussed on polo shirts, t shirts and hoodies. More lines can be added moving forward.

Association ties and TSW blazer badges continue to be a good seller and a recent order has been placed for a further 50 blazer badges. These will always be available to our members to purchase as the Association grows.



In addition to the apparel, we now have a range of merchandise including hip flasks, TSW veteran pins, ceramic mugs – 50th Anniversary and Bund of Brothers, thermos flasks, thermos bottles, thermos mugs, engraved glass tankards, keyrings, 50 Cal engraved bottle openers, Bund of Brothers canvas and we delivered cufflink sets and challenge coins for bespoke events.

Event beer sales also generated a profit especially from the recent trip to Ypres putting a healthy amount back into the Association pot, thanks to the duty beer 'swillers'. Bingo cards and raffles are also a positive income stream and any opportunity to raise funds is gladly accepted.

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The TSW book *Cold War Hot Peace* was a great success thanks to the generosity of Ex TSW CO Alan Matthews who paid to produce the books with all profits going to the Association fund. A total of 150 books were printed and distributed (big thanks to Wayne Shelton, Hopton R&D hub) generating an income of £4,500.00.

Merchandise sales including book sales (£4,500.00) have generated an income of £11,377.45 with purchase costs of £3,167.84

Merchandise will continue to grow, and more items will be added plus the bespoke event merchandise sales such as Cenotaph 2022 for polo shirts and challenge coins and whatever else comes up in the events pipeline over the preceding 12 months. We currently have a good range of stock that will be on general sale following the Families Day.



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MEDIA REPORT (NP)

Background

In the summer of 2021, the committee looked to revamp the Association's social media presence. To that end a social media secretary joined the committee and developed a plan of how to increase the associations use of social media.

Plan Action Points

- Create dedicated email account socialmedia@.....
- Allow admin rights to existing social media pages
- Audit Existing Pages - Add details,
- Create Association LinkedIn and Instagram Accounts
- Ensure consistency across platforms
- Increase "Like" Count - Produce and post interactive content
- Post Content - Utilize existing resources to create engaging content: Articles, posts, reminders, merchandising, anniversaries
- Create social media Policy - added to Association website November 2021*)

Plan Review

The initial plan action was in place by December 2021 with all 4 social media accounts up and running, with all posts being shared across the 4 platforms and linked in with the committee to promote association activities - events, merchandising, membership, job vacancies, welfare, bereavement notifications and general notices.

*A social media policy was then drafted in spring 2022 and approved by the committee which is now added to the website for members to view (<https://rafscco-tswassn.co.uk/raf-sctswa-social-media-policy-2/>).

Through the increased use of platforms, the Association has linked in with more veteran groups, military units, support agencies and former wing personnel.

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Breakdown of Platform Activity

Platform	Start date	Followers	Posts	Post average	Likes/Page views	Daily page view average
Facebook	Existing	1069	220	0.8 daily	1036	2.81
Instagram	September	127	119	2.8 weekly	1500	5
LinkedIn	September	233	220	0.8 daily	1194	3.27
Twitter	August	160	317	1.05 daily	5200	14.24

The data for each platform is not for the entire year as only the Facebook account has been in use for that period. Data and analytics for individual platform's activities can be provided by the Media Secretary, should this be of interest, via MEDIA.RAFScdoTSWAssn@gmail.com

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ANNEX A

RAFSC & TSWA Annual General Meeting 2019

29th June 2019

Venue: MOD Stafford

Present:

Wg Cdr (Ret'd) David Orr – Chairman
Wg Cdr Tom Stevenson – CO TSW
Mr Chris Ryan – Secretary Stand In (minutes)
Sqn Ldr (Ret'd) Elizabeth MacKinnon Treasurer
Mr Wayne Shelton – Events Secretary
Mr Cliff Whiteley – Membership Secretary
Mr Geordie Lumsden – Membership Secretary
WO Gaz Barlow – Wing Warrant

Gp Capt (Ret'd) Neil Cromarty – Vice President (incoming)
Gp Capt (Ret'd) Duncan Grant – Vice President (outgoing)

Mr Kit Ayers
Wg Cdr (Ret'd) Nick Atkinson
Miss Sarah Bosworth
Mr Brian Marriott
Mrs Jenny Orr
Mrs Charlotte Henderson
Mr Mal Quick
Mr Dino Dash
Wg Cdr (Ret'd) Tim Newstead
Mr Brian Jones
Mr Paul Miller
Mr Kev Wynn
Mr Hank Hancocks
Mr Rae Taylor

Mr David Perry
Mr Bob McBey
Mr Ben Ronson
Mr Carl Ronson
Mr Steve Turner
Mr Mike Reid
Mr George Parke
Mr Mick Williams
Mr Dave Nichol
Mr Bob Husdell
Mr Granny Campbell
Mr Jim Coleman
Sqn Ldr (Ret'd) Pete Berry
Miss Pauline Lockett

Apologies:

AVM Graham Howard – President

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Gp Capt (Ret'd) David Packman – Welfare Member

Mr Dave Christophi – Association Secretary

Mr Alan McQuillin

Mr & Mrs Deighton

Mr Chris Markey

Agenda

- Introduction
- Previous Minutes
- TSW Report
- Treasurer's Report, Membership Report, Finance & queries
- Forward Planning & Events
- Association Committee Structure
- AOB

Agenda Item	Discussion	Action(s)
Introduction	<ul style="list-style-type: none">• David Orr (DO) welcomed and thanked everyone for their attendance• DO gave apologies for Dave Christophi (DC) who was called away and thanked Chris Ryan (CR) for stepping into the breach as acting secretary.• DO gave apologies from AVM Graham Howard, Dave Packman, Alan McQuillin, Ernie & Cynthia Deighton and Chris Markey• DO asked all present to observe a minute's silence for members no longer with us	
Previous Minutes	<ul style="list-style-type: none">• No matters arising	
TSW Report	<ul style="list-style-type: none">• Wg Cdr Tom Stevenson gave an overview of current operational and exercise activity across the Wing• DO expressed his thanks and gratitude to Wg Cdr Tom Stevenson, WO Gaz Barlow and Sgt Gav Sandell for their continued efforts and support of the Association	



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Treasurer's Report	<ul style="list-style-type: none">• Elizabeth MacKinnon (EM) gave an overview of the current account status, expenditure and challenges. All account information had been emailed to all members via the newsletter for review and no issues have been raised.• DO proposed the newsletter is used to provide members with Association finance documents and records and this would be accepted as a true record. Bob McBey seconded the proposal, and all voted in favour unanimously.• EM thanked Tim Newstead (TN) for his comprehensive handover• DO thanked EM for the work she had done taking on the Treasurers role	<ul style="list-style-type: none">• EM to liaise with custodian of the Newsletter to ensure financial updates are included going forwards.
Membership Report	<ul style="list-style-type: none">• Cliff Whitely (CW) provided an overview on current membership. 277 on record with a further 15 applications pending. CW will continue to work on the membership and drive for new members.• DO thanked CW for picking up on the membership portfolio and working with EM.	
Future Events	<ul style="list-style-type: none">• Wayne Shelton (WS) gave an overview of past and future events.• Cenotaph March Nov 2018 – RBL thanked the Association for its full attendance of allocation. WS stated that any nonattendance results in the loss of 4 places at any future events. The Association has applied for the Cenotaph March 2019 and hoping for a greater allocation based on last year's success.• Presidents Dinner April 2019 – The first event of its kind at the UJ Club London. A	




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	<p>great success and looking to do the same in 2020 but later in the year September due to a close run of events.</p> <ul style="list-style-type: none">• Op Banner 50th Anniversary – RBL event to be hosted at the National Arboretum 14 August 2019. Open to all members with a NI GSM medal.• Normandy May 2019 – The second Association trip to the battlefields of Normandy. Well attended and enjoyed by all attendees and a wreath was laid at the B3 airfield• Flanders trip for April 2020 in the pipeline and interest is high.• Presidents Dinner 2020 looking at September with the Flanders trip in April and hoping for an event to mark VE day May 2020.• DO suggested committee closely liaise with CO TSW and Wg WO regarding any event for VE day & 2020 Reunion Weekend. All agreed.• WS asked everyone to check their spam and junk email boxes to ensure any emails from the Association are not getting caught up.• DO thanked WS for the tremendous efforts in organising all the events and future events for Association members.• DO proposed events as accepted. Seconded TN, all voted in favour unanimously.	<ul style="list-style-type: none">• WS to liaise with CO TSW & Wg WO regarding any arrangements for VE Day & Annual Reunion event
Association Committee Structure	<ul style="list-style-type: none">• DO gave an overview on the current cycles of committee membership and areas of responsibility which is currently 2 years. After a discussion amongst members, it was agreed the 2-year commitment would remain with an option of a rollover	



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	<ul style="list-style-type: none"> • DO stated David Packman is looking to stand down and thanked him for his support and continued efforts over the years. • WS proposed Geordie Lumsden (GL) as the welfare representative for the Association. GL has a wealth of experience dealing with welfare support and gave an overview of what he has done in the past and currently. CW seconded the proposal, and all voted in favour unanimously. • DO happy to relinquish his role as chair and offered it to any interested parties. Any interest to take up the role should be directed through the Association. • DO stated that Duncan Grant (DG) will be standing down as Vice President and Neil Cromarty (NC) has agreed to replace Duncan. DO thanked Duncan for his valuable contribution and commitment and NC for agreeing to continue in the role. • DO talked of the good relationship and links the Association has with TSW and thanked them for their continued support and enthusiasm <p>Chris Ryan (CR) proposed the committee structure as accepted. Seconded Jim Coleman, all voted in favour unanimously.</p>	<ul style="list-style-type: none"> • Website and Articles of Association to be amended accordingly – announcement to be highlighted in next Newsletter • Website and Articles of Association to be amended accordingly – announcement to be highlighted in next Newsletter
<p>AOB</p>	<ul style="list-style-type: none"> • WS proposed to bring a female representative onto the committee, Sarah Bosworth (SB) to encourage other fellow past serving female members to join the Association. • WS proposed CR to join the committee as the Association Merchandise Member following work completed to source a 	



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	<p>supplier who can supply Association logo apparel. A web shop is in the process of being built and will be launched in due course.</p> <ul style="list-style-type: none">• DO asked if SB could support CR on the Merchandising and CR agreed. DO seconded WS proposals, all voted in favour unanimously• WS thanked Tim Newstead for his help and support which had been invaluable.• Pauline Lockett (PL) on behalf of the Servicing Commandos thanked Duncan Grant for everything he had done in support of the Servicing Commandos and Association.• Gaz Barlow Wing WO thanked the Association for its continual support to the Wing• Hank Hancock (HH) proposed a link from the Association website whereby members can submit stories of events that have occurred during their time on the Wing. This would provide a repository of material to assist in the continuing production of a book on the History of TSW by Jim Coleman. The link will be time lined in date format and any submissions would need to be approved and scrutinised before posting on the web page. A discussion took place into the practicalities of how this could be achieved, the consensus was that it was possible with the right support. HH happy to lead on the project, seconded by Pete Berry, all voted in favour unanimously• DO thanked all members for their attendance at the AGM	<ul style="list-style-type: none">• Website and Articles of Association to be amended accordingly– announcement to be highlighted in next Newsletter• HH to liaise with Committee in terms of steering the group on how to set up and any support required from them
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ANNEX B

RAFSC&TSWA Code of Conduct Policy

As a military veteran's association with strong links to both past and current serving RAF personnel, it is important that all members conduct themselves in an appropriate manner, when representing the Association. This includes participation in formal or informal social functions, joint events with TSW or other service organisations, remembrance parades and Association arranged tours and visits.

When attending such events, especially public occasions, where individuals can be identified as members of the Association by their clothing or badges, individuals are expected to behave in an appropriate way that reflects positively on the Association, TSW and the wider Royal Air Force.

As such any Member identified as bringing the Association into disrepute may, following investigation, result in having their membership revoked until further notice, with any reapplication to be considered by the Committee.

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ANNEX C

Articles of Association
(Proposed amendments in red below)

**AIMS OBJECTS AND ACTIVITIES OF THE RAF SERVICING
COMMANDO AND TACTICAL SUPPLY WING ASSOCIATION**

BACKGROUND

1. The Royal Air Force Servicing Commando Association (RAFSCdoA) affiliated itself to the Royal Air Force Tactical Supply Wing (TSW) in the late 1980s in view of the particular affinity of the operational tasks undertaken by TSW and its WWII predecessor. This is even more relevant to-day.
2. During 2006 the reality of time prompted the RAFSCdoA to invite TSW to join with them to form a joint Association.
3. At the General Meeting of the RAFSCdoA Members held on 17th June 2006, a constitution reflecting the proposed new arrangements was presented and formally adopted. This Constitution is set out below.

TITLE

4. The name of the Association shall be "The RAF Servicing Commando and Tactical Supply Wing Association" which name shall appear on all documents issued by, for, or on behalf of the Association.

EXPRESSIONS

5. In this document:

a. The term "The RAF Servicing Commando and Tactical Supply Wing Association" will hereinafter be referred to as the Association.

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b. The expression "TSW" shall include members and former members of TSW, including non-cadre members.

AIMS AND OBJECTIVES

6. The aims and objectives of the Association are:

a. To promote the efficiency of the Royal Air Force by:

(1) Maintaining contact between past and present members of the RAF Servicing Commandos and TSW, fostering mutual friendship between them and providing social gatherings for them.

(2) Fostering esprit de corps, comradeship, and the welfare of those serving with TSW.

(3) Preserving the traditions of TSW and the RAF Servicing Commandos.

(4) Fostering morale, comradeship and the welfare of all personnel who join the Association as Full, Associate or Honorary Members.

b. Providing support for members of the Association and their dependants either generally or individually, who are experiencing need, hardship or distress.

MEMBERSHIP

7. Full Membership. Full Membership of the Association is open to:

*a. All former RAF Servicing Commando personnel **and their dependants.***

b. Current members of TSW and those current or past members of the Royal Air Force who have served with TSW, including those who served on a non-cadre basis.

c. Colleagues who have completed the Tactical Supply and Fuels course and augmented or attached to TSW, whether serving on detachment or in an operational capacity (for example but not limited to; RAF Wildenrath, RAF Gutersloh, Northern Ireland, Former Yugoslavia, Falkland Islands).

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8. Associate Membership. Associate membership may from time to time be offered to persons who would not normally qualify for membership providing the following conditions are fulfilled:

a. Families and Dependants of Existing Full Members of the RAFSCdo TSW Association, including widows.

b. An Associate Member must be proposed by a Full Member who may be required to present a written case in support of the proposal to the Committee.

c. A Full Member of the Association other than the proposer must second the proposal.

d. All proposals for Associate Membership are to be presented to the Committee, and if requested to the Membership at the Annual General Meeting (AGM).

9. Honorary Membership. Members of the Association or other individuals, who, in the opinion of the Committee, have given particular valued, prolonged, or exceptional service to the Association, may be invited to become Honorary members of the Association. Honorary Membership of the Association will not incur a membership fee.

10. Voting Rights. **Honorary Membership will be non-voting and no such member will be entitled to claim financial assistance from the Association.**

THE OFFICERS AND COMMITTEE OF THE ASSOCIATION

11. The Management of the Association is vested in the Officers and Committee of the Association. Details of the Officers and Committee are at Annex A. The Officers and Committee of the Association comprise:

OFFICERS

- President
- Vice President (*On recommendation*)

COMMITTEE

- Chairman
- Secretary
- Treasurer

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- Membership Secretary
- Welfare Secretary
- Events Secretary
- Media Secretary
- Merchandise Secretary
- Association Chaplain

12. Officers of the Association shall be reviewed on a 5-yearly basis. At the 5-year point, each incumbent shall be approached by the Committee to see if they wish to continue in post. Incumbents can serve for as long as they want in post, if mutually beneficial to the individual and Association. Should either incumbent decide to stand down, a succession plan shall be proposed, considering successors of appropriate rank.

All members of the Committee are to offer themselves for re-election every two years. OC TSW will in addition appoint an ex-officio Committee member for Service liaison purposes. **This will normally be the Wing WO and SNCO or OC Ops will act as the deputy.** Terms of Reference (TORs) for Committee Members will be prepared and issued, as required, by the Chairman.

13. The Association is to conduct its business through meetings of the following types:

a. *General Meetings.*

b. *Committee Meetings.*

14. General Meetings. There are to be two types of Meetings:

a. *Annual General Meetings (AGM). Where possible the AGM is to take place each year in conjunction with the TSW Families Day. A notice is to be sent to all Members not less than 28 days before the date of the meeting. The form of the agenda will be at the discretion of the Committee but is to provide the minutes of the previous AGM, and a report on the previous year's activities from the Chairman, and Treasurer. Provision is also to be made for the resignation of officers and election of new officers. Members may petition the Committee by post for matters to be included in the meeting.*

b. *Extraordinary Meetings. Extraordinary Meetings may be called by the Committee or by petition from 20 members. A notice of such a meeting, together with the agenda is to be sent to all members giving 28 days' notice of the meeting.*

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15. Committee Meetings. Committee Meetings are to take place not less frequently than two times a year and are to be called by the Secretary giving not less than 28 days' notice. The agenda and conduct of the Meetings are at the discretion of the Committee.

16. Quorum. A Quorum for a General Meeting is to comprise not less than 3 Committee Members and not less than 20 Full Members. A Quorum for a Committee Meeting is to be 3.

17. Voting. In all voting, a simple majority is to suffice.

18. Finances. The Committee is to cause to be prepared and is to lay before each AGM, a balance sheet and Treasurer's Report, a copy of which is to be published not less than 28 days before the date of the AGM.

POWERS

19. In furtherance of its Aims and Objectives, the Association through its Committee shall have the following powers:

a. To take all necessary action for publicising and disseminating information concerning the history, deeds, and traditions of the RAFSCdo and TSW and for the encouragement of recruiting to the RAF.

b. To execute and administer charitable trusts.

c. To receive, take and accept any gifts or property whether subject to any special trusts or not.

d. To receive and accept contributions by way of subscriptions, donations or otherwise and to raise funds for the said Aims and Objectives provided that the Association shall not undertake any permanent trading activities in raising funds for the charitable objects hereof.

e. Within the constraints imposed by the Association's financial standing to assist distressed and needy past and present members of the RAFSCdo and TSW, members of the Association and their dependants.

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f. Within the constraints imposed by the Association's financial standing to pay for such items, services or facilities by way of donations or subscriptions to charitable institutions or organisations which provide, or which undertake in return to provide such items, services or facilities for distressed and needy, past and present members of the RAFSCdo and TSW, members of the Association and their dependants.

g. Subject to such constraints as may from time to time be required by law to purchase, take, lease or exchange property required for the purposes of the Association and lease, exchange or otherwise dispose of the same.

h. Subject to such constraints as may from time to time be required by law to borrow or raise money for the purpose of the Association on such terms and such security as may be thought fit.

i. To invest funds and property of the Association for use for the purposes of the Association in such investments as may from time to time be authorised by law.

FINANCE

20. The Committee is to cause proper books of account to be kept with respect to the following:

a. All sums of money received and expended by the Committee and the matters in respect of which receipt and expenditure takes place.

b. All sales and purchases of goods by the Committee.

c. The assets and liabilities of the Committee.

21. Subscriptions are to be levied annually or as deemed fit in such amounts as the Committee may decide, as ratified by the Members at the Annual General Meeting (AGM). Sums thus raised will be held in a fund to be known as the General Fund. Donations may be accepted for specific projects, specific funds or the General Fund. Trading items may be purchased and resold for profit, such trading items being authorised and controlled by the Committee and such trading profit will become part of the General Fund.

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22. The financial year of the Association is to be from 1 January to 31 December of each calendar year.

ACTIVITIES

23. In pursuance of the Association's Aims and Objectives the Association shall engage in the following activities:

- a. *Provide financial and welfare support as appropriate to Association Members and their dependants that the Committee deems fit on a case-by-case basis.*
- b. *Provide financial support as appropriate to TSW such as the TSW Families Day or other proposed social activities that the Committee deems fit on a case-by-case basis.*
- c. *Hold an AGM. Where possible the AGM is to be held in conjunction with the TSW Families Day thereby affording members of the Association the opportunity of visiting TSW.*
- d. *Trade such items as ties, badges, memorabilia, and other such merchandise which may be purchased and resold for profit.*
- e. *Hold or participate in social, fund raising and veterans' events, on an annual or ad hoc basis, as the Committee deems fit.*

AMENDMENT OF CONSTITUTION

24. This Constitution may be amended at any time by a resolution passed by a simple majority of the Association present at a meeting which has published an Agenda in advance for that purpose and notice has been served upon every Member of the Association at his last known address.

25. If the Committee is of the opinion that reduction of Membership or any other reasons make it impracticable for the Association to remain in being, a motion to this effect is to be communicated to all Association Members and, if no objections to the contrary are received the association is to be wound up three months thereafter.

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26. If objections are received which cannot be resolved, the motion is to be submitted to an Extraordinary General Meeting convened for that purpose.

27. On winding up the Association, the balance of the Association funds, after payment of all outstanding accounts, is to be transferred to Charities which benefit the welfare of servicemen and women both past and present.

ANNEX A

OFFICERS AND COMMITTEE MEMBERS

PRESIDENT

Air Vice Marshal (Retd) Graham Howard CB MA FCILT

VICE PRESIDENT

Group Captain (Retd) Neil Cromarty

CHAIRMAN

Squadron Leader (Retd) Johnny Andrews

TREASURER

Squadron Leader (Retd) Libby MacKinnon

SECRETARY

Mr Dave Christophi

MEMBERSHIP SECRETARY

Mr Cliff Whiteley

WELFARE SECRETARY

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Mr Geordie Lumsden

EVENTS SECRETARY

Mr Wayne Shelton

MEDIA SECRETARY

Nige Patterson

ASSOCIATION CHAPLAIN

Fr Jim Horton

MERCHANDISE SECRETARY

Mr Chris Ryan

Ex-Officio TSW Liaison Officer

Wing WO

Ex-Officio Historical Focal Point

Mr Aaron Handol