

Articles of Association

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 affinity of the operational tasks undertaken by TSW and its WWII predecessor. This is even more relevant today.
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.

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 dependents 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 dependents.

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 augment 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).

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 Dependents 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 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

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

12. Officers of the Association should 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.

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 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 dependents.

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 dependents.

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.

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 dependents 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 veteran's events, on an annual or ad hoc basis, as the Committee deems

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.

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

CHAIR

Mr. Andy Waters, MBE

TREASURER

Squadron Leader (Retd) Libby MacKinnon

ASSOCIATION SECRETARY

Mr. Nigel Patterson

MEMBERSHIP SECRETARY

Mr. David Perry

WELFARE SECRETARY

Mr. David Lumsden

EVENTS SECRETARY

Mr. Wayne Shelton

MEDIA SECRETARY

Mr. Nigel Patterson

ASSOCIATION CHAPLAIN

Fr Jim Horton

MERCHANDISE SECRETARY

Mr. Kevin Wynn

CEREMONIAL LEAD

Mr. Steve Turner

Ex-Officio TSW Liaison Officer

Wing WO

Ex-Officio Historical Focal Point

Mr Aaron Handoll