

18S/J1/7/4

20 May 08

See Distribution

**MINUTES OF AN ANNUAL GENERAL MEETING OF THE 18(B) SQN ASSOCIATION  
HELD IN THE OFFICERS MESS RAF ODIHAM ON 9 MAY 08**

Present	Wg Cdr R Mason Flt Lt J G Rogan Mr Steve Hooley 21 Associate Members	OC 18(B) Sqn Association Secretary Association Webmaster	Chairman
Apologies	FS J Hollingsworth Andy Naismith David Niven Frank Angus Wally Simpson Andy Tailby Duncan McDougall Peter Norton Wray Eller	Association Treasurer Member No:18 Member No:02 Member No:36 Member No:87 Member No:03 Member No:105 Member No:84 Member No:101	

**ACTION**

**ITEM 1 – INTRODUCTION**

1. **Welcome.** The Chairman welcomed the attending Association Members to the AGM.

**ITEM 2 – MINUTES/MATTERS ARISING FROM AGM 07**

2. There were no matters outstanding and the minutes of the last meeting were accepted as a true and accurate reflection of that meeting:

Proposed: George Worrall  
Seconded: Jack Sherburn  
Carried: Unanimous

**ITEM 3 – TREASURERS REPORT.**

3. **Accounts up to 1 May 08.** Up to 1 May 08, the finances of the Association were as follows:

- a. Total Holdings: £1626:59
- b. Total Receipts: £890:00
- c. Total Outgoings: £487.52

4. The total money received £890.00, can be broken down into two categories;

- a. Membership Subscriptions. £605:00
  - b. General Donations. £285:00. This amount included a donation towards the production of the Newsletter, plus £25 from Wray Eller and £25 from Vic Hand towards the cost of the reunion.
5. The total outgoings (money spent) of £487:52 can be further quantified as follows:
- a. Reunion 2007 Costs. £183.93
  - b. Website Costs. £22.95
  - c. Postage. £71:28
  - d. Newsletter. £184:31 (money spent after being subsidised by a specific donation)
  - e. Subs Rebate. £25:00 (overactive standing order mandate)
6. With regard to collection of membership subscriptions, there has been an increase in members agreeing to pay by Standing Order Mandate. Indeed, it is now policy for new members. We are still trying to trace some members who have not paid. They have probably moved on and not informed us of their change of address. Approximately 10% of the membership have not paid, however they are not costing the Association, as they do not receive a newsletter.
7. Vic Hand suggested that the membership fees should be increased to cover the ever-increasing cost of producing and distributing the newsletter. The last run of the newsletter worked out at £1.88 a copy. The increase in cost by the Post Office for a Large letter adds a further 0.52p to the cost. With a production of the newsletter twice yearly the £5 membership fee is soon used. The secretary explained that he is able to post the serving members their copy directly to their service address without cost. Although this only works when serving members keep the secretary informed of new appointments. Currently, through the kind donations of one of the members the full cost of the newsletter is not being met from the fund. However, it is inevitable that subscriptions would have to be increased in the future.
8. **Decisions.**
- a. The Members, to formally accept the 18(B) Sqn Association accounts as presented.
  - b. The annual subscription fee would remain at £5 per year while the fund had sufficient money to remain solvent.
  - c. Non-payers would not receive a newsletter and continued efforts would be made to locate their whereabouts.

Proposed: Otto Ulrich  
Seconded: Martin Tockley  
Carried: Unanimous

#### **ITEM 4 – RATIFICATION OF COMMITTEE APPOINTMENTS.**

9. The Association made a vote of thanks to the out going Webmaster Sgt Matt Wadsworth who was instrumental at getting the website off the ground. Mr Steve Hooley has replaced him. Flt Lt Steve Davies will be a temporary replacement as Secretary until later in the year when Flt Lt Mac Maclachlan will take up the post. Whilst these changes take place and for continuity, FS Jason Hollingsworth will continue to look after the finances. The Sqn are looking for a new charge for the post of Treasurer in the new year.

**President** – Air Vice Marshal Stables  
**Chairman** – Wg Cdr Mason - OC 18(B) Sqn  
**Secretary** – Flight Lieutenant Steve Davies  
**Treasurer** – Flight Sergeant Jason Hollingsworth  
**Webmaster** – Mr Steve Hooley

10. **Decision.** The Members ratified the composition of the Committee:

Proposed: Vic Hand  
Seconded: Lyle Thomson  
Carried: Unanimous

#### **ITEM 5 – ASSOCIATION WEBSITE**

11. The Webmaster also asked for suggestions from the membership on how they wanted to website to develop. He asked for more photographs to be sent to him, which would be returned, after he had added them to the photo gallery.

12. **Costs.** The costs to maintain the Association Website, equates to approximately £30 per year.

13. **Decisions.** The Membership decided that:

- a. Members would consider new ideas over the next year.
- b. Members would look for suitable pictures for use on the website.

All Members

#### **ITEM 6 – PLANS FOR THE FUTURE SECRETARY**

14. This point was covered by the discussions in Item 4. The secretary stated that although some members had decided not to renew their membership and sadly 3 members had passed away during the year, the membership had increased to 145.

**ITEM 7 – PUBLICITY AND MEMBERSHIP**

15. As stated in Item 3, the cost of the newsletter has risen. However the cost of production of Issue 8 (Mar 08) has, and Issue 9 (Sep 08) will be covered by a donation. It is important as the quality of the newsletter has improved in both content and presentation that this standard is maintained as it only serves to encourage new members to join. More importantly, it is the 'life blood' of those members who are unable to attend the Annual Reunion through ill health. However, the newsletter is ever dependent on its members to offer articles and other interesting stories. So please continue to contribute. Finally, it is the responsibility of all members to encourage their comrades who served with them on 18 Sqn to join the Association.

All Members

**ITEM 8 – ANNUAL REUNION**

16. Many members stated that this years Reunion was the best yet! The format of a luncheon in the Officers' Mess was ideal for a majority of those who regularly attended the reunions.

a. This year's format would form the basis for next with members particularly keen to experience the Small Arms Training Facility again.

Sec

b. The secretary set the date of Friday 8 May 2009 for the next Reunion.

Sec

**ITEM 9 – ANY OTHER BUSINESS**

17. **Vote of Gratitude.** Vic Hand (Member No:65) voiced a profound vote of gratitude to the out going Secretary for all his hard work and dedication he has given to the Association. The Chairman and all the members present echoed this.

All Members

**ITEM 10 – ARRANGEMENTS FOR NEXT MEETING**

18. It was decided that the Secretary was to arrange for the next meeting to be held concurrent with the next Annual Reunion, which is scheduled for Friday 8 May 2009.

Sec

*Original Signed*

J G ROGAN  
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Assn Sec  
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Distribution:

All Association Members\*  
18(B) Sqn Association Website