



RFA Association
Annual General Meeting, Minutes
Date: - Saturday 17th May 2014
Time: - 15.00
Ramside Hotel, Durham

1. Present:

RFAA Committee:

Frank Andrews (FA) - Chairman
Pat Thompson (PT) - Deputy Chairman
George Mason (GM)
Peter Fry (PF) - Treasurer
Rupert Drew (RD)
Ray Bennet (RB)
Bob Settle (RS)

RFAA Members:

See attached list.

2. Apologies for absence:

Pam Axworthy (PA)	Nigel Jones (NJ)
Robin Lock (RL)	Anne Cleife
Mr & Mrs J Roddis	Ian Hall
Peter Bryant	

3. Minutes of the meeting 24th May 2013 were accepted as a true record.

4. The Chairman's Report for 2013, can be found on the RFAA website.

5. Financial Report. The Treasurer's report dated 17th May, can be found on the RFAA website.

6. Constitutional amendments:

- (1) Approve revised para 5.3 as worded in the agenda, 151 votes for, 1 against, 2 abstain.
- (2) Approve revised para 6.2.2 as worded in the agenda 150 votes for, 1 against, 1 abstain
- (3) Approve revised para 6.3 as worded in 2013 agenda 76 voted for, 2 against, 0 abstain

7. Ordinary resolutions:

Vote to receive the Annual Report and Accounts. 153 for, 0 against, 1 abstain.

Vote to appoint Mr Peter Nicholls as Independent Examiner. 153 for, 0 against, 1 abstain.

8. Election of RFAA committee:

Chairman Frank Andrews (P) R Williams (S) G Cozier. Votes 152 for, 0 against, 0 abstain.
Deputy Chairman Pat Thomson (P) S Talbot (S) J Sail. Votes 152 for, 0 against, 0 abstain.
Peter Fry (P) T Adam (S) A Pitt. Votes 151 for, 0 against 2 abstain.
Ray Bennett (P) J Osborne-Cribb (S) M Mann. Votes 152 for, 0 against, 1 abstain.
Robin Lock (P) P Thompson (S) N Wright. Votes 151 for, 0 against, 3 abstain.
George Mason (P) A Armstrong (S) D Cameron. Votes 151 for, 0 against, 2 abstain
Pamela Axworthy (P) J Sail (S) G Mason. Votes 153 for, 0 against, 1 abstain.
Nigel Jones (P) A Silcock (S) A Edworthy. Votes 152 for, 0 against, 2 abstain.
Robert Settle (P) P Thompson (S) A Bond. Votes 152 for, 0 against, 1 abstain.

All were duly elected to act as trustees of the Association.

9. The Chairman asked all attendees for their view on the following -

Suggestions on how to keep the RFA memorial an active place of remembrance with a tri-annual service or special commemoration. It was suggested that this may be too frequent but no decisive outcome was achieved.

10. AOB:

Tam Adams said "I am aware that there is some "friction" between the present and past Chairmanships. However, I believe that the choice of words, ie. "One individual" is somewhat demeaning to that person, does nothing to harmonise the association and prolongs the rift".

Chairman explained that the word "one individual" was used so the person could have remained anonymous. The person's membership status was unclear but he was thought to have retired from the Association. The chairman explained that the Association had to look forward and the concerns a former chairman had regarding events in 2006 and 2007 and decisions against timing the AGM to take place on the same day as the Annual Dinner were unhelpful.

John Sail suggested a letter be sent to Rex Cooper thanking him for all his work for the RFA Association and to wish him a happy retirement. (P) RS (S) FA and met with wide agreement from the floor. FA to action.

13. Date of Next Meeting:

16th May 2015 China Fleet Club at Saltash.

The meeting closed at 1620.

Frank R Andrews
Chairman
Date

TREASURER REPORT

TRUSTEES MEETING – 17TH May 2014

The financial position for 2014 up to (1st January 2014 to) is:

Income for the year to date has been £17,769 for which the main contributors have been

- RFAA donations- £8447
- Reunion - £6260
- Branches - £500 (Solent)
- Subscriptions - £2562

Expenses incurred amount to £10,092 with the main outgoings being:

- Memorial Expenses £Nil
- Staff costs - £3000
- RFAA Reunion £3839 (profit so far is 2421)
- Business & operating costs - £2105
- Postage - £1195 (includes Year Book issue)
- Trustees expenses - £99

Major income and expenses not yet included in these totals are:

- Reunion income +£
- Staff costs -£
- Portsmouth office rent -£

Balance

At present our funds have increased by £7677 to £99.3K largely as a result of the generous donation from the RFA Benevolent Fund of £8376, with unrestricted funding (outside the Memorial, J Coull, Welfare and RFA Summer Ball) rising to £86.37k. Key points to note are:

- The final balance of income and expenditure from the Reunion is currently unknown.
- Staff costs need to be analysed more closely and more tightly vetted by the Trustees. I suggest a Remuneration Policy is drawn up giving the Trustees a role in the approval process.
- I suggest that a Trustees Expenses Policy is drawn up to clarify what is claimable.
- RFAA running costs need close review to give the Trustees and members close oversight of the main cost drivers.
- We have received an insurance discount of £146.74 for having two policies.
- We still need a Vision for what the Charity wants to be which can then be supported by a business and budget plan for 1-3 years.
- 13 members have so far paid £10 membership fees (24 last year). I intend to chase them up.

Charitable Activities

No money has been paid out this year for such activities.

Financial trends

	2011	2012	2013	2014 (to date)
Total funds available	£78.685k	£99.5K	£91.607k	£99.2K
Unrestricted funds	£60.8K	£70.9k	£78.752	£86.37k

P.M.Fry

Trustee and Honorary Treasurer

PN INDEPENDENT EXAMINATIONS

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The Chairman
Royal Fleet Auxiliary Association

1 Mar 14

ROYAL FLEET AUXILIARY ASSOCIATION - INDEPENDENT EXAMINATION

1. The examination of the accounts and the trustees report for the year ending 31 Dec 13 have been completed satisfactorily. A combined Certificate of Independent Examination is attached which covers charities registered in both England and Scotland.
2. Cash deposits of £60K were held on deposit but at Dec 13 were only receiving interest at 0.38% as it is difficult for charities to better this rate for cash. However the trustees have assessed that the Association is not ready to invest in equities. Were this policy to change they would wish to be aware that some RN Service funds keep some of their reserves in the CCLA Fixed Interest Bond for Charities. This returned 4.3% last year. Of course as a bond the value of the investments does move with the vagaries of the market.
3. No award was made from The James Coull Memorial Award fund in the year. Unfortunately the poor rates of interest meant that the fund only increased by £14 over the year to £2925.
4. The Association holds £1K in a PayPal account built up from sales of surplus merchandise. It is recommended that this money should not lie fallow but be transferred to the deposit account.
5. Most of the branch accounts had been independently examined locally. The Scottish & Newcastle branch accounts started the year with £242.95, although the end of 2012 accounts showed a balance of £125!
6. The funds of the Association fell by £7.9K to £91.6K over the year. This was largely due to the final payment of £15.7K for the RFA memorial at the National Memorial Arboretum.



P A Nicholls
PN Independent Examinations

Information:

Treasurer

