|  | **THE ROYAL BRITISH LEGION****“Y” Services (Garats HaY) Branch (BR 3502)**[www.garatshay.org.uk](http://www.garatshay.org.uk/) | **President**: Col (Ret’d) E Sambell OBE**Chair**: Dr J McDermott**Vice-Chair**: Mr D Weir MBE**Secretary**: Mr J Swann**Treasurer**: Mrs L Oldfield |
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# MINUTES OF THE ROYAL BRITISH LEGION “Y” SERVICES

# ANNUAL GENERAL MEETING HELD ONLINE ON SATURDAY 14 NOVEMBER 2020, COMMENCING AT 1100 HOURS

**MEMBERS PRESENT:** 22

1. **THE EXHORTATION**

The Chairman read out the names of Branch members who had passed away since the last AGM: Andy Marshall, John Thomasson, Dennis Underwood, Ian Henderson and Pat Seymour-Smith. He then asked the President to read the Exhortation, which was followed by a few moments of silent reflection.

1. **TO CLOSE THE AGENDA**

The Secretary confirmed that there were no additional Agenda items.

1. **CHAIRMAN’S WELCOME AND OPENING REMARKS**

The Chairman thanked everyone for making the effort to attend the AGM. He stated that we have a lot to get through. He also briefly explained the protocol that we would be using during the Zoom meeting for voting and indicating when attendees wished to speak.

1. **APOLOGIES FOR ABSENCE**

The Secretary reported that apologies had been received from: Pete Derrick, Linda Swann, Rev. John Bird and Dave Rice.

1. **MINUTES OF THE 2019 BRANCH AGM**

The minutes of the previous AGM were confirmed as an accurate record.

 Proposed by: Dave Lawrence

 Seconded by: Dennis Weir

 **Carried by a show of hands**

1. **MATTERS ARISING NOT ON THE AGENDA**

There were no matters arising from the previous minutes that were not on the Agenda.

1. **PRESIDENT’S ADDRESS**

The President, gave his address:

*At last year’s AGM, few would have believed the changes that have occurred his year. We have had to cancel our summer gathering, limited the recognition of many anniversaries including: 100 years since the formation of the Royal Corps of Signals, 80 years since the Battle of Britain and the formation of the Intelligence Corps and 75 years ago the ending of WW2. And now we are missing the fellowship of our AGM, relying instead on Zoom.*

*We watched on television a very different Festival of Remembrance, a most moving event losing none of its impact despite the limitations required by Covid. We do these events so well and it left me proud to be British and very proud to be a member of the Legion.*

*Throughout this year we have seen the men and women of our Armed Forces come to the aid of the country, not by the deployment of armed force but by providing support in transporting vital equipment, logistics, building Nightingale hospitals, supplementing medical staff, providing and manning testing stations and hopefully soon vaccination centres.*

*As the role of the military diversifies to provide essential support to our society, the task of the Legion remains undiminished as we carry out our role of providing financial, social and emotional support to members and veterans of the British Armed Forces, their families and dependants. Because of the pandemic, collecting for the Poppy Fund has been severely curtailed and we need to do all we can to sustain the it. Any extra donations however small will be most welcome.*

*Most voluntary organisations that I am familiar with struggle, not through lack of members but with a shortage of those prepared to take up office. I can certainly assure you that this is not the case with this Branch. I can report that your committee, ably lead by our chairman Jim, continues to be extremely effective and I congratulate both the committee and our members in the raising over £8000 for the refurbishment of the Y services plot. As I said at the beginning, it has been a very difficult and challenging year, but I will finish with the words of Captain Sir Tom Moore:*

***“For all those finding it difficult, the sun will shine on you again and the clouds will go away. Tomorrow will be a Good Day”.***

The Chairman thanked Eric for his continued sound advice and support to the Branch and the Committee.

1. **CHAIRMAN’S REPORT AND OBJECTIVES FOR 2021**

The Chairman thanked everyone for their hard work and commitment throughout the year since the last AGM, especially considering the current difficulties that we all face. He also thanked all of the committee members who had agreed to stay on for the coming year, in accordance with the advice received from Haig House. He welcomed Karen Brutnell, who had been co-opted to take on the role of Branch BCS representative from Linda McDermott.

He then covered a number of initiatives that we have been undertaken over the last 12 months. We have worked hard to try to increase our Branch contributions to the Poppy Appeal this year, and we have continued to encourage everyone to utilise the Easyfundraising website as this an extremely easy way to give donations to the Branch when goods are bought online at most retailers sites. We have continued to try to increase the Branch membership and we have improved communications with existing members, through greater use of the Branch website, the Branch Facebook group and a monthly Branch newsletter via email. We have continued with our plans to refurbish the Y Services plot at NMA and we have funded a new stone sign and plinth at the entrance to the plot. We have maintained our close links with Welbeck College and also our links with Loughborough Royal Signals Association and the Remembrance Sunday event held at St Mary’s-in-the-Elms Church, Woodhouse. Despite the current limitations of the COVID-19 situation, the Chairman laid a wreath on behalf of the Branch at the church this year.

The Chairman then outlined his key issues for the coming year:

* continue to try to increase Branch membership.
* complete Phase 2 of the refurbishment of the Y Services plot. We have agreed a plan with NMA to replace the paths and move the existing benches and the funds for this work have been raised by generous contributions from individual members and other related groups. This will take place early in 2021.
* organise a formal opening and rededication of the Y Services plot on completion of the planned work, once the COVID-19 situation allows.
* continue with planning for the Summer Gathering 2021, which will be discussed later in the meeting.
* maintain our important links with Welbeck College, Loughborough RSA and St. Mary’s Church.
1. **REPORTS** *(the full reports have been added to the end of these minutes)*
2. **Secretary**

The Secretary presented a short report covering the points in his report. There were no questions. The Chairman re-iterated his thanks to Linda McDermott for all of her previous hard work as the BCS representative. These thanks were echoed by all of the attendees. At this stage, the Chairman asked our new BCS representative, Karen Brutnell, to present her report.

1. **Branch Community Support Rep**

Karen confirmed that she had received a comprehensive handover from Linda and had now completed the online training package provided by the RBL. She confirmed that she had sent out 1 condolence card since taking over the BCS role. The Chairman thanked her for agreeing to become our BCS representative, and also for designing and painting the front cover of the new Branch condolence card. These will be professionally printed in due course.

1. **Membership Secretary**

The Secretary read out the report from our Membership Secretary, Pete Derrick. It is clear that there is significant opportunity to increase Branch membership by encouraging the non-members that are part of the Branch Facebook group. This is something that will be taken forward into 2021. Member Ann Irving suggested that the Loughborough Armed Forces and Veterans Breakfast Club might be a useful place to try and recruit members.

1. **National Branches District Rep**

The Chairman covered all of the key items in his report. These were well received by the attendees and there were no questions.

1. **Y Services Memorial NMA**

The Chairman then covered the report on what had been happening with the Y Services plot during 2020, and also what was planned for 2021. The committee had agreed to proceed with the quote from Artisans of Ashby. The contractor is ex-Army and very keen to become involved with the Y Services plot and enhance it’s appearance. The funds raised during the recent GoFundMe initiative will cover the work involved, and any surplus funds will be ringfenced for plot maintenance. The Chairman then outlined the new requirement to fund annual maintenance of the plot, as detailed in his report. This will be carried out by NMA staff. He informed the meeting that the committee have discussed this at length during our last meeting, and it was felt that the Branch could cover this commitment from existing Branch funds whilst still honouring all of our other existing commitments. There were no questions and everyone agreed with this course of action.

1. **Poppy Appeal Organiser**

The Vice Chairman presented his report of Poppy Appeal activity since the last AGM and thanked everyone for their efforts to raise funds throughout 2020. He particularly thanked Cosy Gray for his virtual walk along the US-Canada border from West to East. This was actually completed around the villages close to RAF Digby!! Due to the recent commitment to paying for ongoing maintenance of the NMA plot, he suggested that this year we only round up our donation to £2200, which will require £277.01 from Branch funds.

Proposed by: Dennis Weir

Seconded by: David Whimpenny

**Carried by a show of hands**

At this stage, Art Weaver asked about the costs of the annual maintenance of the NMA plot, as he thought that they seemed excessive. The Chairman stated that he had compared the costs to those of local contractors, and the NMA charges were very competitive. The Chairman agreed that we need to keep an eye on the work and make sure that we are getting value for money and the full work package was being completed. David Whimpenny added that he will be regularly attending meetings at NMA and will take a look at the plot on a regular basis. Karen Brutnell asked if the Phase 2 refurbishment work will affect the maintenance charge. The Secretary explained to the meeting that NMA has agreed to delay implementation of the maintenance charge until completion of the refurbishment (probably February 2021). A pro-rata charge would then be due to cover the period up to 30 September 2021. The charge will be very similar to the costs already outlined as the refurbishment will not have a significant effect on the area needing to be maintained.

1. **Standard Bearer**

Dave Lawrence outlined his report and mentioned the significant events that had happened since the last AGM. He pointed out that there had been a significant reduction in the number of Branch Standard parades due to the ongoing COVID-19 situation. The Chairman stated that Dave was doing a great job and thanked him for his continuing hard work and enthusiasm as the Branch Standard Bearer.

1. **Webmaster**

The Secretary read the Webmaster report by Dave Rice. The Chairman confirmed that he had been in regular contact with Dave regarding the Branch website. It was felt that the Branch Forum had been overtaken by use of the Facebook group, and we would be considering whether there is a continued requirement for an online forum. The Chairman expressed his grateful thanks for Dave’s hard work, and also the Branch’s gratitude for Maia Internet continuing to provide the website and our domain name at no cost to the Branch.

1. **PRESENTATION AND ADOPTION OF BRANCH ACCOUNTS**

The Treasurer presented the Branch Accounts for the year ending 30 June 2020 and these were shown on screen with the relevant pages being shown as the Treasurer covered the following key points:

**PAGE 1**

This is the certificate which is signed by the officers of the committee and also the auditor upon completion of the audit. The original has been sent to Haig House with our accounts.

**PAGE 2**

Item 9 Other Income

£100 this is from Haig House which is reimbursement for conference expenses.

£17.00 payment from a committee member for lunch supplied at Welbeck College after a committee meeting.

Item 12 Poppy Appeal Events

£901.40 amount taken from branch subscriptions together with £2098.60 on page 11 from earmarked Poppy Appeal funds to make a contribution of £3000.00 from this branch

**PAGE 4**

Item 31 Other expenditure

£194.46 purchase of badges and postage.

**PAGE 8**

General Account

£3315.00 this is the amount left after the earmarked funds for PA and NMA have been deducted. This is unallocated monies which we can use.

£2216.37 this is the amount in BFI account earmarked for NMA also. Please note this figure is at 30 June 2020 and is BEFORE the payment for the new sign at NMA.

Earmarked funds

£3087.27 is the total of PA £1293.95 and NMA £1793.32.

The Treasurer also confirmed that all assets outside of LOMAS are not recorded, and this includes the Branch Standard. Depreciation can be worked out for assets owned, but it will not be audited.

At this stage, John Clark informed the meeting that there had been a recent mix-up regarding the compliance of a number of Branches in the National Branches District. This had now been resolved and he confirmed that all Branches are compliant.

Art Weaver suggested that assets should be valued for insurance purposes. The Chairman suggested that the Branch could create a Property Book that can reflect the value of any Branch assets for insurance purposes. He also stated that the Branch Standard is covered by the RBL insurance when the Standard is paraded. Dave Lawrence added that committee authorisation to parade the Standard also provides cover under the RBL insurance policy.

The Chairman then informed the meeting that it was intended that the Branch investigates the transition from our current cheque based banking to using online banking. Dave Street offered to put Lyn in touch with the National Branches District Treasurer for advice if required, as NBD had already started using internet banking.

The Branch Accounts were then adopted by the meeting.

1. **BRANCH SUBSCRIPTION AND JOINING FEE**

The Secretary briefly discussed the Branch Subscription and Joining Fee. He stated that the Subscription and the Joining Fee would remain at £5.00 and £4.00 respectively. He then asked for approval for those amounts. This will be reviewed in Spring 2021 for the Membership year 2021/22.

Proposed by: John Swann

Seconded by: Linda McDermott

**Carried by a show of hands**

1. **BRANCH ELECTIONS**

The Secretary explained that there were no elections needed this year. Due to the current situation, everyone has been extended in post for 1 year. The Secretary thanked Bob Oldfield, Linda McDermott, Pete Derrick and Eric Sambell for agreeing to continue for an additional year. John Clark pointed out that the President is an appointed and not an elected position. The Secretary thanked him for clarifying that point. Additionally, the Secretary informed the meeting that Branch member Karen Brutnell had indicated at the last AGM that she would be happy to get more involved in Branch business. As Linda McDermott had decided to step down from the committee and the BCS role on completion of her three year term, Karen was co-opted on to the committee to take on the welfare role. Karen was the voted onto the committee by a show of hands to assume the role of BCS representative. The Secretary welcomed her as a full committee member.

1. **APPOINTMENT OF NATIONAL BRANCHES DISTRICT ANNUAL CONFERENCE DELEGATES**

The Chairman explained that the AGM needed to appoint two delegates to the NBD Annual Conference to be held in London in January 2021. It is highly likely that the Conference will be held online via Zoom. Karen Brutnell and John Swann volunteered to attend the Conference as Branch Delegates. Dave Street thanked them both for volunteering.

1. **APPOINTMENT OF ANNUAL CONFERENCE DELEGATES**

The Secretary explained that two delegates are required for the Annual Conference held at the QEII Conference Centre, London on 15/16 May 2021. Expenses can be claimed.Dave Lawrence and Karen Brutnell were volunteers to attend Conference this year, but were unable to attend due to the COVID-19 situation. They remain volunteers to attend the 2021 Conference. The meeting attendees were canvassed for any further volunteers and there were none forthcoming. It was therefore proposed that Dave and Karen would represent the Branch at next years Conference.

Proposed by: John Swann

Seconded by: Terry Whittles

**Carried by a show of hands**

1. **NOMINATION FOR MEMBERSHIP COUNCIL ELECTIONS**

The Secretary informed the meeting that the notification of the forthcoming elections were sent out in the September newsletter, and that there was one volunteer. Dave Street had indicated that he wishes to be nominated by the Branch. As there was only one volunteer, the Secretary asked for a show of hands for those in favour. This was passed unanimously.

The Chairman allowed John Clark to comment on points he wished to raise which were not on the agenda.  First that he had received the recently produced Motions Carried booklet from Annual Conference. The Chairman thanked him for this but advised that the Branch had also received a copy.  Second, our Branch had been unsuccessful for an award in the Cups & Shields category, because, he said, our entry had been received late. Dave Street advised that all nominations had been forwarded within the timescales that had been given, even though they were already late at that stage. Dave then thanked everyone for their support during his 9 years as National Branches District Chairman. He also thanked John Clark for all of his hard work and support to NBD during John’s 11 years as our Membership Council representative.

1. **SUMMER GATHERING 2021**

The President informed the meeting that he and Kay are still happy to organise the Summer Gathering 2021. Eric had provisionally contacted the hotel in Chippenham and he suggested that it be held in Chippenham over the weekend of 9-11 July. After some discussion, it was apparent that a number of committee members would be unable to make that weekend, and the Treasurer felt that weekend would not allow sufficient time to sort out the end of year account due on 30 June. It was decided that the weekend of 23-25 July would be preferable. Further details will be provided in the Branch Newsletter in due course.

1. **CLOSING REMARKS AND DATE & PLACE OF NEXT AGM**

The Chairman thanked everyone for attending the AGM. He also thanked John Clark for his valuable contribution to the Branch and the Royal British Legion generally, and also congratulated him on his recent award of Life Membership which was thoroughly deserved.

The Secretary confirmed that the next AGM will be held at the Greenfields Sports and Social Club at 1400 on Saturday 6 November 2021. It was pointed out that Remembrance Sunday next year is Sunday 14 November, so it may be necessary to change the booking to the following weekend. This will be discussed by the committee and the DONM will be confirmed in due course.

**Action: Chairman/Secretary**

The Chairman closed the meeting at 1225 and wished everyone a Merry Christmas and a Happy New Year.

**REPORTS AND NOTES FOR THE ROYAL BRITISH LEGION “Y” SERVICES**

 **AGM TO BE HELD ONLINE ON SATURDAY 14 NOVEMBER 2020,**

 **COMMENCING AT 1100 HOURS**

**AGENDA ITEM 4 – APOLOGIES FOR ABSENCE**

Pete Derrick, Linda Swann, John Bird, Dave Rice

**AGENDA ITEM 9 – REPORTS**

**Secretary (John Swann)**

* As reported previously, comms with HH are very satisfactory despite the current situation. Our MSO, Jamila Hussain is alternating between home working and working at HH so there are occasional slight delays.
* Branch business has continued pretty much as normal and the Branch has held all of it’s usual committee meetings this year - due to the current circumstances and RBL guidance, they have obviously been held online.
* A number of specific items, including Elections and NMA plot refurbishment, will all be discussed in later Agenda items.

**Membership (Pete Derrick)**

As at 6 Nov 20 we now have 441 confirmed Members which is a decrease of 3 members since the last AGM report. The 398 Members for whom I have Email facilities are those with whom I am in contact; there are a further 14 who cannot be raised! There are 29 Members who do not have Email facilities.

367 pay by Direct Debit, 50 by Credit or Debit Card, 17 by PayPal and 6 by Cash. We have one Life Member.

The RBL YServices Group on Facebook has now passed the 500 members mark – within those 500+, 197 are already Branch members; this provides a potential recruitment base of over 300+.

| MONTH | Nov 14 | Nov 15 | Nov 16 | Nov 17 | Nov 18 | Feb19 | May19 | Jul19 | Nov19 | Aug20 | Nov20 |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| MEMBER | 435  | 445 | 448 | 425 | 407 | 412 | 402 | 408 | 444 | 438 | 441 |
| EMAIL | 300 | 410 | 402 | 399 | 383 | 386 | 330 | 325 | 369 | 395 | 398 |
| MALE | 366 | 383 | 377 | 361 | 345 | 350 | 342 | 348 | 378 | 374 | 377 |
| FEMALE | 69 | 66 | 69 | 64 | 62 | 62 | 60 | 50 | 66 | 64 | 64 |

**Branch Community Support Representative (Karen Brutnell)**

* Completed CBT training
* Handover from Linda
* Sent one condolence card to Ian Henderson wife on behalf of the branch
* Condolence card produced from original Karen painting - to be printed for Branch use

**National Branches District (Jim McDermott)**

1. I attended all NBD Committee meetings during the year as well as the NBD Annual Meeting in January 2020. Branch representation at this committee continues to provide useful insights into the workings of the Legion as well as opportunities, on occasion to chase up any Branch issues. Communication with the NBD Membership Support Officer (MSO) Jamila Hussain during the year has been frequent and she has provided prompt assistance and advice with respect to several issues. The April, July and October meetings were held via Zoom.

2. Training

It is Legion policy that all members of a Branch committee should attend a County Branch Management course and to help meet this requirement an application for funds for travel and expenses was made in a bid from this Branch to be included in the NMA bid for grants from Haig House. At the October 2020 NBD meeting it was revealed that no grant had been made to our Branch.

3. O365

O365 has now become well established within NBD as the main means of online communication and, as I did last year, I encourage all committee members to log on and view O365 at least once every couple of weeks, if not more frequently, to keep themselves up to date.

4. At the October 2020 meeting of the NBD committee it was reported that the REME Recovery Mechanics Branch was having trouble forming a committee following resignations. After the meeting it became clear that the Branch has in fact folded. NBD Chairman Dave Street and MSO Jamila are attempting to save the Branch.

5. Former Legion National Chairman and Branch member Terry Whittles has been appointed President of National Branches District

**Y Services Memorial, NMA**

During 2020 there have been no organised working parties on site although several members have visited individually.

A sign was designed, produced and installed at the entrance to the site.

In pursuit of the decision to enhance the appearance of the site and make it less labour intensive to maintain, a plan was developed and was approved by the NMA. The plan included, creating gaps in the surrounding hedge to open up the site and make it more visible, widening of gaps adjacent to the footpath for ease of wheelchair access, the removal of holly trees and their replacement with yew and the replacement of the gravel pathway with paving or other material to extend to the outer edge of the inner hedge. The relocation of two benches.

Discussions with possible contractors were informed by NMA guidance that they did not like loose crushed aggregate. In addition, whilst bonded resin provides a pleasing appearance, one of the builders asked to quote advised that it is not as robust as paving. Areas at the NMA covered in resin bond are already showing signs of wear, holes and cracks. One builder has quoted for granite paving and for a resin bond surface the other for non-slip porcelain paving

The cosmetic changes to the hedging and new planting have been completed. Two quotes from builders to work on the proposed paved footpath and new bases for 4 benches have been obtained:

Quote 1. A £8,440.00 + VAT @20% £1,688.00 = Gross £10,128. (Resin bond and kerb)

Quote 1. B £7,340.00 + VAT @20% £1468.00 = Gross £8,808.00 (Granite paving and kerb)

Quote 2. Net £6,960.00 VAT @ 20% £1,392.00 Gross £8,352.00 (Porcelain paving and kerb)

A decision on which quote to accept will be made at the November 2020 meeting of the Branch Committee. Note that Quote 2 has indicated that if awarded the contract he could start the work at the end of January 2021.

To pay for the building work an appeal was launched in October 2020 and (as at 3 Nov 2020) donations totalling £8660 have been received. In addition, there is a small balance ring-fenced for site maintenance in the Branch accounts.

Our NMA liaison officer, Graham Barbour reported that some of the trees on the plot are very overgrown and require attention. In late October 2020 on enquiring of the NMA as to who is responsible for the trees it transpired that the NMA is in the process of advising all plot owners that they must now take responsibility for site maintenance. In practical terms this means that the NMA will carry out all the necessary work but for a fee. A detailed quote has been received for this totalling £1,625 Per annum plus VAT, a total bill of £1,950.

How we now proceed with looking after the site needs careful consideration and is a topic on the agenda of the November 2020 meeting of the Branch Committee and the Branch 2020 AGM.

**Poppy Appeal Organiser (Dennis Weir)**

POPPY APPEAL – MONIES RAISED IN YEAR 2019/2020

ITEM AMOUNT COMMENT

St Mary’s Collection £436.47

Donation A Hogg £20.00

Sale of badges £115.00

Easyfundraising £65.84 Q3 2019

JSSU(V) Christmas raffle £539.24

Easyfundraising £116.90 Q4 2019

Easyfundraising £25.83 Q1 2020

Easyfundraising £18.71 Q2 2020

Cosy Gray Virtual Walk £335.00

Donations £50.00

**Notes**

Easyfundraising total – £227.28 raised this year by just 74 supporters. Total raised since the introduction of the scheme is £1850

Cosy Gray’s virtual walk from the Atlantic to the Pacific along the US Canada border actually raised almost 1200, but £850 went straight to Head Office via justgiving fundraising page.

Well done and thanks to Cosy.

So our total for the year was £1722.99

I would like to propose that the branch adds the sum of £277.01

To make this year’s contribution to the Poppy Appeal £2000

But then – almost as I was finalising this report – I was notified of another magnificent anonymous donation to the Poppy Appeal of £200

So I am proud to announce that the amount that Lynda, our Treasurer, will be sending to the Poppy Appeal will be

 £2200

Thanks to everyone who has worked hard to raise that sum.

**Standard Bearers (Dave Lawrence)**

**The Branch Standard was paraded at the following funerals of Branch Members:**

29 November 2019 – Andy Marshall, Livingston, Edinburgh.

02 December 2019 – John Thomasson, Loughborough

17 February 2020 – Dennis Underwood, Loughborough

**In addition, the standard was paraded at the following events:**

09 November 2019 – Branch Annual General Meeting, Loughborough

10 November 2019 – Remembrance Sunday church service and parade, Woodhouse

11 November 2019 – Armistice Day parade, NMA, Alrewas.

23-24 November 2019 – Birmingham International Tattoo.

03 December 2019 – Donations presentation by Keith Breen, The Black Swan, Shepshed.

18 January 2020 - National Branches District Annual Meeting – Haig House, London.

16 October 2020 – Funeral of Phil (Pip) Hodges – Evesham.

Following the Covid-19 outbreak/lock-down all other planned future outings for the branch standard have been cancelled.

During May 2020 the standard featured in the National and the Leicestershire & Rutland County Virtual RBL Parades to commemorate VE-Day on the 8th May. In addition, the branch standard bearer performed an Act of Homage outside his house on the day its self. A video of this was posted on the ‘’Y’’ Services Facebook Group. The video was posted again on VJ-Day, 15 August 2020.

As all organised Remembrance events had been cancelled due to a further Covid-19 lock-down, an Act of Homage was performed at home on Remembrance Sunday, 8th November 2020 and similarly posted on the Facebook Group.

**Webmaster (Dave Rice)**

Over the past year the website has seen a small but steady number of visitors to all pages on the site. The forum, however, is underused and its continuation needs to be discussed.

Maia Internet continues to provide the hosting service at no cost including the renewal of the domain name.

Recently the branch newsletter has been hosted on the website, providing a centralised place to access and read it. The number of news articles and features has been low, leading to the site being underused.

The website continues to have the potential to be the focal point for the branch, this is yet to be the case.

With the redesign of the main RBL website the current branch site is ready for an overhaul. The webmaster is happy to undertake the work if the committee agrees that an updated look and feel is required.