



**PARACHUTE REGIMENTAL ASSOCIATION (PRA)  
Airborne Forces Riders Branch (AFRB)**

***Minutes of the Committee Meeting***

***held at:***

***Oostappen Vakantiepark, Kemperbergerweg 771, Arnhem, Netherlands  
Thursday, 19<sup>th</sup> September 2024***

**Attendees**

David Lang	Chairman
Paul Moore	Vice Chair & Fund Raising Coordinator
John Harratt	Treasurer
Phil Hannah	Assistant Secretary & Webmaster
Michael Turnpenny	Quartermaster
Barbara Bone	Social Media
Ron Webster	Standard Bearer
<b>In attendance – Non-voting</b>	
Steven Bone	Trustee
Adrian Roberts	Trustee

**AGENDA**

**1. Apologies**

Martin McGill, Secretary sent apologies  
Charlie McColgan, Welfare Rep sent apologies

**2. Chairmans Opening Address**

David Lang, Chairman, welcomed everyone to the meeting. He thanked them for their efforts during the year. He explained that the committee is responsible for the running of the Branch and ensuring decisions are reached for the benefit of both the branch and the membership. The Trustees have oversight but are not involved otherwise.

**Meeting Frequency:** There would be a minimum of two meetings a year, held at Arnhem and Cleethorpes. Anyone not able to attend could be accommodated by Teams where possible. Teams could also be used for any extra-ordinary meetings

**Agenda Items:** Items to be discussed at meetings need to be submitted to the secretary for

inclusion at least 2 weeks prior to the meeting, at which point the agenda will be finalised and closed. Only items on the agenda are to be discussed at meetings.

**Decision:** The committee unanimously agreed.

**Committee Voting:** David requested the meeting to agree that, although, as Chairman, he held a casting vote, two clear votes in favour of a resolution would be needed for it to be passed.

**Decision:** The committee unanimously agreed.

**AGM Voting:** Only members present at the AGM could vote as the AGM was the forum where arguments for and against can be heard, thereby enabling informed decisions and votes.

**Decision:** The committee unanimously agreed.

**Quorate:** David recommended that five members of the committee being present at a committee meeting would constitute a quorum, and as such would be able to pass binding resolutions.

**Decision:** This was agreed unanimously.

### 3. Secretary's Update

In the absence of the Secretary this item was deferred

### 4. Membership

Phil Hannah reported that there were 624 names on the roll of the website. The Facebook page had 850 members.

**Action:** Work was being carried out to match the two lists and Phil and Barbara Bone would sort this by the end of the year and report on actions at the next committee meeting.

A discussion took place regarding membership and membership fees.

**Decision:** Members who had not paid yet, or failed to pay on renewal would be sent two reminder emails before a membership termination letter.

**Action:** It was agreed that Phil and Barbara, assisted by the Secretary, would further rationalise the list to show the list of subs paying members.

**Action:** The Assistant Secretary will then communicate twice, to members not paying subs.

**PRA Membership:** Any new applicants to become Riders (Para trained), would be guided to join the PRA which would act as a vetting mechanism.

**Decision (TBC):** In the absence of any opposition, it is considered that support was implicit

**Automated Subscription Payments:** Phil explained that he had sorted out the automated payment method and that it should function normally from now on. It has been set up for annual subscriptions being taken automatically. This would reduce the admin required.

**Facebook:** The Facebook page being an open page allows others to see the page exists, but not the content. People see the page exists and request to join. This leads to many requests from people not known to the group to join. This presents security concerns. Phil suggested that we change the settings for the page to Secret. This would mean that only members of the group would know it existed, but they could recommend friends to join.

**Decision:** It was agreed to try this on a trial basis and then evaluate the results.

## 5. Treasurer's Update

The Treasurer, John "Jasper" Harratt, informed the meeting that the subscriptions were coming in regularly. He explained that there is a cost of 65p deducted by the processing firm.

**Decision:** The meeting agreed that this was a price worth paying and agreed to review the system at the next meeting.

The Branch account current stands at £4164. 135 Riders and Supporters had paid subscriptions as at the end of August

Jasper is away on his bike trip from 17<sup>th</sup> April 2025 for six months. Alex Brownhill was recommended to be appointed Deputy Treasurer. This would allow him to stand in for Jasper while he was away. Jasper would consider and subsequently decide if he wanted to handover the Treasurer role to Alex for good, retain the appointment and Alex as Deputy Treasurer, or flip the roles.

**Decision:** It was agreed that Alex, although a Supporter, not a Rider, should be appointed. *(Post meeting Alex accepted the appointment of Deputy Treasurer)*

## 6. Fundraising Update

Paul Moore advised the committee that the sale of the plate had raised a magnificent £500 and the artwork that Phil sold had raised a further £400. Phil said that he had produced some smaller prints that he intended to sell for £10 each to raise further funds. David suggested, and the committee agreed, that £20 would be a more appropriate price. Phil agreed to sell them at that price

## 7. Social Media Update

Barbara Bone restated what had been said previously about the openness of the group. She explained that there were a lot of comments about rides in different areas, but it was difficult to keep track of events. A general discussion took place and it was agreed that we would ask for volunteers to organise interesting rides in their area that we could invite riders to attend. An entry fee was suggested but it was proposed to run any rides would hold a request for voluntary donations from the riders, similar to the Ride to the Wall model. Aside from cash donations, participants could make the donation via the donation page on the website.

## 8. Website

Phil suggested that the website be split from the AFR shop. Mike 'Ziggy' Turnpenny, QM, agreed and they will work out the practicalities.

**Action:** Phil and Ziggy to work out practicalities of splitting AFR shop from the main website

## 9. G4 Update

Mike Turnpenny gave an update on the shop and requested approval for the design of our PRA badge. He then presented the Branch with a magnificent Branch Standard, including a collapsable pole and a carrying bag. It was noted that AFR Branch is the only branch to have the Kings Crown on its standard.

**Decision (TBC):** In the absence of any opposition, it is considered that support was implicit

## 10. Welfare

There were no welfare issues to report

## 11. Standard Bearer

Ron Webster was delighted to take possession of the new Standard and hoped to parade it for the first time at the march across the John Frost Bridge on Friday evening. If that was not possible, then the Sunday ceremony at the Oostabeek cemetery.

## 12. AOB:

**Summer Rally.** General Sir John Lorimer, Patron of AFR, has requested that we return to the Isle of Man before he hands over. This is believed to be early 2026.

**Action:** Chairman to write to General Lorimer and confirm proposed dates

**Arnhem Accommodation.** The general topic of accommodation was discussed. It was agreed that the lack of bar and restaurant at Oostappen diminished the experience for us. But it was agreed that it is not our role to sort accommodation for our members. Members make their own way and their own accommodation arrangements. However, a suggested central site will be communicated.

**Action:** David to communicate revised accommodation suggestion

### RE Memorial Driel:

**Decision:** It was agreed that we should donate 800 Euros as a contribution to the renewal of the Engineers Memorial at Driel.

**Committee Vacancies:** Phil tabled that he would like to handover the role of Webmaster to a younger member, to ensure continuity.

**Action:** The committee is to look for individuals to fill committee vacancies. Chairman to coord

**Next Meeting:** The next meeting is scheduled to take place in April 2025 in Cleethorpes

## Appendix 1 – Summary of Decisions

Ref	Summary of Decisions	Decision Maker
19/09/24 D1	There will be a minimum of 2 committee meetings held per year	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D2	Items to be discussed at meetings need to be submitted to the secretary for inclusion at least 2 weeks prior to the meeting, at which point the agenda will be finalised and closed. Only items on the agenda are to be discussed at meetings.	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D3	Only members present at the AGM could vote as the AGM was the forum where arguments for and against can be heard, thereby enabling informed decisions and votes.	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D4	Two clear votes needed to pass a resolution. After further deliberation if the vote was still even or one vote in favour, the Chairman will set the casting vote	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D5	Five committee members are required to make a meeting quorate and thereby able to pass resolutions	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D5	Members who had not paid yet, or failed to pay on renewal would be sent two reminder emails before a membership termination letter.	Proposer: Assistant Secretary Vote: Carried Unanimous
19/09/24 D6	Any new applications to join as Riders would be required to show proof of membership of the PRA as a full or Associate member	Proposer: Assistant Secretary Vote: Implicit unanimous agreement
19/09/24 D7	Change the Facebook page settings to Secret. This is to be undertaken on a trial basis and reviewed	Proposer: Assistant Secretary Vote: Carried Unanimous
19/09/24 D8	For automating subs a cost of 65p deducted by the processing firm. The meeting agreed that this was a price worth paying and agreed to review the system at the next meeting.	Proposer: Assistant Secretary Vote: Carried Unanimous
19/09/24 D9	Alex Brownhill appointed Deputy Treasurer	Proposer: Chairman Vote: Carried Unanimous
19/09/24 D10	The branch badge as shown on the standard is accepted as the approved design	Proposer: QM Vote: Implicit unanimous agreement
19/09/24 D11	£800 to be donated to the refurbishment of the RE memorial at Driel	Proposer: Fund Raising Coord Vote: Unanimous

**Appendix 2 – Summary of Actions**

<b>Ref</b>	<b>Summary of Actions</b>	<b>Owner</b>	<b>Target Completion Date</b>
19/09/24 A1	Rationalise the FB members list against the list registered through the web page	Barbara Bone Phil Hannah	31 December 2024
19/09/24 A2	Rationalise the list of non-subscription paying members	Phil Hannah Martin McGill	30 November 2024
19/09/24 A3	Communicate twice to members not paying subscriptions	Phil Hannah	31 March 2025
19/09/24 A4	Work out practicalities of splitting AFR shop from the main website	Phil Hannah Ziggy	No deadline
19/09/24 A5	Investigate new Arnhem accommodation options and communicate	David Lang	30 November 2024
19/09/24 A6	Committee vacancies to be advertised	David Lang	30 November 2024
19/09/24 A7	Confirm with General Lorimer suitable dates for visit to Isle of Man	David Lang	31 October 2024
19/09/24 A8	Treasurer to arrange transfer of funds to Frans	Jasper	31 October 2024