



115 (Peterborough Squadron)
AIR TRAINING CORPS
Squadron Headquarters
Saville Road Westwood
PETERBOROUGH Cambs



Charity Exception No 947/81

Honorary President: Group Captain G A Bowerman OBE RAF (Retd)

115 (PETERBOROUGH) SQUADRON ASSOCIATION

Minutes of the Annual General Meeting held at Squadron HQ on Monday 11th July 2022

Present:

Chairman	Dave Ellis
Hon Secretary	Rob Henson
Hon. Treasurer	Stephen Dalton
Supported by:	Mike Holborn
	Mandy Dalton
	Stuart Yallup
CO	Flt. Lt. Karen Barfield
Chaplain	Revd Geoffrey Keating
Beds & Cambs Wg	Tim Brain

Item 1 – Opening Remarks

- The Chairman welcomed everyone present and said that he was pleased Tim Brain, from Beds & Cambs Wing was able to join us to oversee the elections.
- He also welcomed Mark and Joanne Ulyatt to the meeting, both of whom have expressed an interest in joining the civilian committee.

Item 2 - Apologies

- Apologies have been received from the president Graham Bowerman who is feeling unwell. In addition, apologies have been received from Peter Melkowski (Trustee) and Mr. and Mrs. Courtier.

Item 3 - Minutes of Previous Meeting

- There were no matters arising from the previous AGM which was held via Microsoft Teams.
- The minutes of the AGM held on the 12th July 2021 were agreed by those present and were signed by the chairman.
- This was proposed by Stephen Dalton and seconded by Mike Holborn.

Item 4 - Chairman's Report

I do not intend to report much on this past year as that will be more than covered by the OC's & Treasurer's reports. However, during the past year we have had a change of Sqn President. We said farewell to Gp. Capt. Syd Morris who had held the appointment for many years, and we welcomed Gp. Capt. Graham Bowerman as our new Hon President.

Your committee has been meeting regularly throughout the year and supporting Sqn activities. I have continued to represent the Sqn at various civic events keeping us in the public eye.

As part of the Platinum Jubilee celebrations, I was honoured to be recognised as one of 490 Platinum Champions throughout the UK. This was in recognition of my 30 years' service to 115 Sqn, the wider RAF Air cadets and other voluntary groups in Peterborough.

Finally, I would like to thank the OC and her staff for all that they do to deliver the cadet experience here in Peterborough and to the committee for their support.

- The Hon. Treasurer offered his congratulations to the Chairman on his award and his service to the squadron.

Item 5 – Treasurer's Report

a. Presentation & Adoption of Accounts FY21/22

Our annual return; The Summary of Receipts and Payments, HQAC Accts Form 60 has been completed, independently examined and submitted to WHQ. The Accounts for FY2021/22 are presented for your approval.

In the financial year 2021/22 there was an increase in our year-end balance of £2552.30, and, our balance continues to be very healthy. Our main source of income has been from cadet subscriptions, Gift Aid and donations from local organisations.

The largest expenditure has once again been on sport and training equipment.

From the income generated we have been able meet our running costs, the purchase of office, general and adventure training equipment. In addition, the cost of covering subscriptions to Wing and welfare cases where required.

The Chairman stated that the accounts had been approved by the committee in April 2022 and checked by Tim Brain.

Tim Brain asked why we had switched our broadband provider from PlusNet to BT.

The Hon. Treasurer replied that we wanted to change to fibre optic, which can only be supplied by BT. Once installed there is nothing to prevent us switching again if it is beneficial.

Stephen Dalton proposed that the accounts be adopted, this was seconded by Mike Holborn. This motion was carried and, therefore, the accounts were adopted.

b. Current State of Accounts

Welfare Fund as of 23rd June 2022 **£15081.37**

Ring Fenced

Broadband £270.00
Subscriptions to Wing £2500.00

Total Payments £2770.00

Outstanding payments:

Total due out 0.00

Outstanding receipts:

Total Due in 0.00

Working Capital £12311.37

c. Any Other Financial Business

- There was no other financial business.
- A copy of the Account Statement for the year 2021/22 is included with these minutes.

Item 6 – CO's Report

During the last year, we have seen the squadron fully return post Covid and the squadron strength building back up to pre Covid cadet numbers with two new intakes during the year. Our primary focus over the year has been to get the cadets back up to speed with re-qualifications and progressing their development. We are lucky to have given cadets the opportunity to restart activities such as Duke of Edinburgh awards and Easter Camp.

Our light blue footprint in the community is reigniting with appearances/support at the Peterborough, Whittlesey and Deeping Remembrance parades, rowing regatta, Race for Life, Armed Forces Day at RAF Wyton and ATC Sunday parade in Wisbech.

The squadron were also able to support the British Legion in their annual Poppy fundraiser. We have utilised all opportunities that have been offered by Wing and sector levels, such as JNCO courses, skills week, AVIP courses and Activity First Aid Courses

Socially we have recently run a trip funded by the squadron civilian committee to RAF Cosford air show.

Physical events such as the RAF Road Marching has been participated in, with 4 cadets taking part in 3 marches totalling 55kms. Athletics was well represented and the squadron brought home 3 gold medals and 1 silver medal and subsequently represented Central and Eastern Region.

We also managed to get the 'Air' back into the Air Cadets with cadets and staff on Easter Camp being flown in an RAF Chinook helicopter. Gliding and Flying opportunities have all been utilised.

At Christmas we were able to treat the cadets to a 'social' night at Laserforce.

Whilst all of the above opportunities have been available to the cadets, we continue to focus on cadet development, refreshing them on the foundations of the cadet syllabus such as First Aid, Radio Communication and Drill and Discipline. We have seen numerous cadet promotions across the year and also said farewell to the Cadet Warrant Officer who has taken post as a civilian Instructor until August when he will join the RAF as a pilot.

We have been lucky to have two cadet NCOs being awarded prestigious statuses as the Lord Lieutenants Cadet for Cambridgeshire and also the Mayors Cadet for Peterborough. Staffing numbers have proved challenging across the year but we have had two new staff members join the squadron but also said farewell to two staff members who have relocated to other squadrons.

The cadets have proven how resilient they are, dealing with the return to the squadron, the restrictions in place at the time and building the squadron moral and camaraderie back up post Covid. There have been individuals who have shone and developed since returning from lockdown and there is a lot of potential in the squadron for cadets progressing on to great things.

I would like to thank the cadets, the staff team and the civilian committee for their hard work and commitment to the squadron over the past year and look forward to the upcoming year with pride and enthusiasm.

The Chairman thanked the CO and all her staff for their hard work during the past year.

Item 7 – Election of Officers

- The Officers of the Committee stood down, and Tim Brain then oversaw the election of officers for the forthcoming year.
- The following nominations for Officers of the Committee for the year 2021/22, which were the only ones received, were as follows:

Office	Nominee	Proposer	Seconder
Chairman	Dave Ellis	Stephen Dalton	Rob Henson
Honorary Treasurer	Stephen Dalton	Dave Ellis	Rob Henson
Honorary Secretary	Rob Henson	Dave Ellis	Stephen Dalton

- A vote was taken which was unanimous in favour of the election of the above officers of the committee.
- The re-elected Chairman thanked Tim for overseeing the election of officers.

Item 8 – Election of Committee Members

- The current committee was re-elected unanimously.
- New members Mark & Joanne Ulyatt were elected to the committee. This was proposed by Dave Ellis and seconded by Rob Henson.
- In addition to the officers of the committee, the following are now members of the Civilian Committee:
 - Peter Melkowski
 - Mandy Dalton
 - Mike Holborn
 - Stuart Yallup
 - Mark Ulyatt
 - Joanne Ulyatt

Item 9 – Confirmation of the Appointment of the Honorary President & Sqn Chaplain

- Gp Capt Graham Bowerman was re-appointed as the Honorary President.
- The Reverend Geoffrey Keating was confirmed as the squadron chaplain

Item 10 – Any Other Business

- The Chairman told Mark and Joanne Ulyatt that they would need to fill out a trustee form and complete a DBS check if they had not done so already.
- The Chairman thanked Tim Brain for his attending the meeting and overseeing the elections.

Item 11 – Date of next AGM

- The next AGM will be held in July 2023. The Hon. Secretary will confirm the date, time and place nearer the time.

Item 12 – Date of next Ordinary Meeting

- The next meeting of the civilian committee will be held at the squadron HQ on Monday 26th September 2022 at 19:00.

Signed: _____ Chairman

Appendix A – List of attendees

Distribution:

All Committee Members

Hon President

Commanding Officer

Hon Chaplain

Wing Chairman

Wing HQ

All other attendees

Sqn website

File Copy

Appendix A

The following people attended the AGM:-

Name	Capacity
Dave Ellis	Squadron Chairman / Trustee
Rob Henson	Hon. Secretary / Trustee
Stephen Dalton	Hon. Treasurer / Trustee
Amanda Dalton	Trustee
Mike Holborn	Trustee
Stuart Yallup	Parent / Guardian / Trustee
Tim Brain	WHQ (Stand in Wing Chairman)
Reverend Geoffrey Keating	Squadron Chaplain
Flt. Lt. Karen Barfield	OC 115 (Peterborough) Squadron ATC
Joanne Ulyatt	Parent / Guardian
Mark Ulyatt	Parent / Guardian
Nicky Brewer	Parent / Guardian