



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 12th July 2023

Present:

Hon President	Graham Bowerman
Chairman	Dave Ellis
Hon Secretary	Rob Henson
Hon. Treasurer	Stephen Dalton
Supported by:	Mike Holborn
	Mandy Dalton
	Joanne Ulyatt
	Mark Ulyatt
Chaplain	Revd Geoffrey Keating
Beds & Cambs Wing	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.

Item 2 - Apologies

- Apologies have been received from the following: -
 - OC Mark Blackshaw
 - Stuart Yallup
 - Mr & Mrs Zielinski
 - Mr & Mrs Sherin
 - Mr & Mrs Townsend
 - Mr & Mrs Tomlinson
 - Mrs Myburgh
 - Rachel Bellamy

Item 3 - Minutes of Previous Meeting

- There were no matters arising from the previous AGM.
- The minutes of the AGM held on the 11th July 2022 were agreed by those present and were signed by the chairman.
- This was proposed by Dave Ellis and seconded by Mike Holborn.

Item 4 - Chairman's Report

Most of what has taken place over the past year will be covered by the OC's & Treasurer's reports. However, I need to mention that we have had a change of command with Flt Lt Mark Blackshaw joining us from SEM Wg and taking over from Karen Barfield who had been in post for 8 years. After joining as a cadet in the 1990s Karen returned as a CI in 2011 before going into uniform. We also said farewell to CI Liz Kelly after her stalwart stint of 7 years as the Sqn Adjt and previously as a member of the committee.

Your committee has met regularly throughout the year and have supported Sqn activities where required. However, we could do with a couple of more members to ensure that this support is kept going.

I have continued to represent the Sqn at various civic events keeping us in the public eye and I have also facilitated a couple of visits to the Heritage Centre at RAF Wittering.

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

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 FY2022/23 are presented for your approval.

In the financial year 2022/23 there was a slight decrease in our year-end balance of £1,649.71, however, our balance continues to be very healthy.

We do not need to keep a lot of money and the aim is to spend what we have on the cadets.

Our main source of income has been from cadet subscriptions, Gift Aid, and sales from the canteen.

From the income generated we have been able meet our running costs, the purchase of office, general, and adventure training equipment. New laptops and printers have been purchased for the office and new monitors for the flight simulator.

In addition, we have met the cost of covering subscriptions to Wing and welfare cases where required.

We also held a squadron dinner when we dined out the old CO and dined in the new.

The civilian committee authorises all the spending and the accounts are verified by an independent auditor.

The Chairman stated that the accounts had been approved by the committee in April 2023 and checked by Tim Brain.

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

b. Current State of Accounts

Welfare Fund as of 8th July 2023	£14890.47
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Ring Fenced

Broadband	£360.00
Subscriptions to Wing	£2600.00

Total Payments	£2960.00
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Outstanding payments:

Outstanding cheque	£29.00
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Total due out	£2989.00
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Outstanding receipts:

Total Due in	£0.00
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Working Capital	£11901.47
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c. Any Other Financial Business

- The chairman explained that we have standing charges for the internet, which is necessary for the running of the squadron.
- He also explained that we had received £83 in the last year through EasyFundRaising and asked those present to consider using this when purchasing items from the internet.
- Gift Aid is another source of income for the squadron and again the chairman asked that people should consider signing a Gift Aid form if they are eligible to do so.
- There was no other financial business.
- A copy of the Account Statement for the year 2022/23 is included with these minutes.

Item 6 – OC's Report

Over the last year, we have seen the number of cadets increasing to, as I'm led to believe, nearer the numbers pre Covid.

Over the year we have been continuing to get the cadets back up to speed with re-qualifications and progressing their development.

We have been lucky enough to send two Cadets to Easter Camp and a further two to summer camp at RAF Boulmer.

Our light blue footprint in the community has continued with appearances/support at the Peterborough and Deeping Remembrance parades, rowing regatta, Comic Con at the showground, Armed Forces Day in Cathedral square in Peterborough and the wing ATC Sunday parade at JFC Chicksands. The squadron was 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/SNCO courses, AVIP courses and Activity First Aid Courses.

Socially we have recently run a trip funded by the squadron Civilian Committee to Laser Force for the Christmas party and also held a formal dinner.

We competed in the North Sector field day, held at our Sqn and came 5th out of 7 and also the Wing Field Day at RAF Henlow where we came 17th out of 27.

During the year CWO Simpson finished his tenure as Peterborough Mayors Cadet and has now taken on the role of Lord Lieutenant of Cambridgeshire's Cadet. He also gained his

Gold DofE and attended Buckingham Palace to receive his award and completed his Junior Leaders course.

Over the last few months, we have seen our indoor rifle range being used by the Northern Sector and have seen many of our cadets gain shooting qualifications. Also experience flying and gliding.

During the second half of the year, we started looking at getting cadets through their blue badges and have gained many essential first aid and leadership badges amongst others.

Whilst all 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, Radios and Drill and Discipline.

We have seen numerous cadet promotions across the year but have also said farewell to a few members of staff - CI Braybrook last August when he joined the RAF as a pilot, Flt Lt Barfield OC Sqn due to increasing work pressures, CI Liz Kelly who decided to retire and WO Paul Roberts who left to concentrate on his role as WWO Wales & West.

But we have seen new staff members join the Sqn – Myself, Flt Lt Mark Blackshaw transferred in from South & East Midlands Wing and took over as OC Sqn, CI Nicole Turner, AS1 Tom McDermott a Service Instructor from 2MT at RAF Wittering, Fg Off David Hunter from Cambourne Sqn and Alex Braybrook is in the process of returning as a Fg Off Service Instructor.

There have been individuals who have shone and developed over the last year and there is a lot of potential in the squadron for cadets progressing on to great things.

Since I have taken over as OC Sqn I have approached not only the Army Cadets Commanders but also the Sea Cadets OC, as well as OC 51 Sqn, to build up a working relationship for activities, competitions and maybe even social events.

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.

While I'm thanking people, I would like to thank the parents/guardians for their continued support, for example transporting their sons/daughters to events and hope they continue to do so over the coming year.

On a personal note, I would like to thank the cadet NCO team, the staff team, the Civ Com and of course the cadets for making me feel welcome from day one when I attended the Sqn, I truly believe that we have a great Sqn and look forward to building on its previous successes and raising it up to the heights I know it can achieve.

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 2022/23, 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.
- In addition to the officers of the committee, the following are now members of the Civilian Committee:
 - 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 apologised for the fact that there was no BBQ but invited everyone to take part of the refreshments provided.
- The Chairman said that there are 26 squadrons in the Wing that he and Tim have attended.
- He then thanked Tim Brain for his attending the meeting and overseeing the elections.
- Finally he thanked everyone for coming.

Item 11 – Date of next AGM

- The next AGM will be held in July 2024. 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 Wednesday 13th September 2023 at 19:30.

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
Rob Henson	Hon. Secretary
Stephen Dalton	Hon. Treasurer
Amanda Dalton	Committee Member
Mike Holborn	Committee Member
Tim Brain	WHQ (Stand in Wing Chairman)
Graham Bowerman	Honorary President
Reverend Geoffrey Keating	Squadron Chaplain
Joanne Ulyatt	Committee Member
Mark Ulyatt	Committee Member
Nicky Brewer	Parent / Guardian
Jill Bedward-Jones	Parent / Guardian
Richard Isley	Parent / Guardian
Peter Kassiram	Parent / Guardian
Angelika Szybiak	Parent / Guardian
David Lencham	Parent / Guardian
Jessica Taylor	Parent / Guardian
Tina Streeter	Parent / Guardian
Anthony Streeter	Parent / Guardian
Michael Muftet	Parent / Guardian
Ben Jelley	Parent / Guardian
Elena Tudose	Parent / Guardian
Corneliu Tudose	Parent / Guardian
Adeliede Mberi	Parent / Guardian