



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 Wednesday 20th July 2026

Present:

Hon President	Graham Bowerman
Chair	Dave Ellis
Hon. Treasurer	Natasha Cousins
Hon. Secretary	Rob Henson
Supported by:	Peter Kassiram
	Mike Holborn
	Ben Jelley
OIC	Flt. Lt. Mark Blackshaw

Item 1 – Opening Remarks

- The Chair thanked everyone for attending.
- He said that he was pleased to see so many parents and carers, as their attendance is necessary for the Election of Officers.

Item 2 - Apologies

- Apologies have been received from the following: -
 - Tony Streeter (Committee member)
 - Helen Townsend (Parent)

Item 3 - Minutes of Previous AGM & Matters Arising

- The minutes of the AGM held on the 16th July 2025 were agreed. Proposed by Peter Kassiram and seconded by Mike Holborn.
- There were no matters arising.

Item 4 - Chair's Report

Since the last AGM where I reported that I had handed over the position of Wing Chair, I am once again covering the vacant role. As I now find myself busier my thanks go to Tony Streeter for representing the Sqn at wing meetings.

I am now into my fifth year as Region Chair representing the Central & East Region on the National Council. Where I have particular responsibility for the maintenance of all Civilian Committee publications and documentation.

The main activities that have taken place over the past year will be covered by the OC's report. But certainly, the recent Sqn event at Nene Valley Railway is a particular highlight which I hope you all enjoyed.

You will also hear about our financial situation and expenditure in support of cadet activities which will be covered in the Treasurers report.

The committee has met regularly throughout the year and have supported Sqn activities where required. The OC and I have continued to represent the Sqn at various civic events keeping us well in the public eye.

My thanks go to Craig Short who has recently left the committee, and we wish him well in his new employment. That leaves us with seven members with the minimum required being five. If any of you are interested in joining the committee then please speak with me after this meeting.

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

Item 5 – Treasurer's Report

a. Presentation & Adoption of Accounts FY24/25

Our financial year goes from April 2025 to 31st March to 2026

Our income for last year was £11384.64, this was an accumulation of :

- £6210 from Cadet Subscriptions
- £835.15 from selling at the canteen
- £1950.30 from social fundraising.
- £752.50 from Gift Aid

Secretary's Note: *Last year we hosted a BBQ where we had a Tombola and other stalls, this was to raise funds for the squadron. The reason we were hosting the fundraiser was to purchase an Automated External Defibrillator (AED) as we felt it was vital for our squadron to have one onsite, this was all possible to the local charitable donations from local companies and the parents and extended family of the cadets. It was a successful evening and due to this we are holding another fundraiser in September.*

We want to encourage the parents and extended family to keep supporting the squadron, and the way to do this is to opt in for Gift aid and to do this you will need to fill in a declaration form.

We had £255 in from the wonderful Polo shirts that were available to purchase.

Our deductions for the year overall were £14597.69.

We spent £2052.20 on the squadron; we pay this each year based on the amount of Cadets we have.

£1268.42 for canteen products so that we can sell these to the cadets

£638.00 for DofE and £519.67 for the camps that the cadets had attended throughout the year.

We had costs come out for our internet, phone charges, and insurances

Secretary's Note: *We spent £1050.00 for the coach to go to Cosford Air show.*

We also spent £2211.54 on the purchase of the Defib and the training on how to use the machine.

As you can see, we have a deficit (loss) of £3213.05 as we paid out more money than we brought in.

This brings me onto the next thing I would like to discuss which is the Easy fundraising.com website, I would like to urge all parents to sign up for this. It's an awesome site where you can buy all your favourite items from, by many popular stores such as Tesco, Amazon, Argos; every time you purchase from this site the charity will receive cash back. This will help us raise more funds for the squadron. I will put something on Facebook and I would like it if as many people could sign up and this will help us bring in more money for the squadron.

As of this evening our current bank balance is £11508.00.

The Accounts for FY 2025/26 were adopted – Proposed by Natasha Cousins and seconded by Dave Ellis.

b. The current state of accounts:

Welfare Fund as of 15th June 2026

Cash at Bank		£11809.06	
Ring Fenced		Budget	Per month
Subscriptions to Wing	£650.00	£2200.00	£183.00
Office Running Costs	£1334.00	£1600.00	£133.00
Insurance (Staff and Property)	£410.00	£500.00	£45.00
Sub Total	£2394.00		
Outstanding payments:			
	£0.00		
Sub Total	£0.00		
Total Payments	£2394.00		
Total Ring Fenced & Outstanding	£2394.00		
Outstanding receipts:			
Sub Total	£0.00		
Total Receipts	£0.00		
Working Capital		£ 9415.06	

c. Any Other Financial Business

- Rob Malinowski said that he had paid subscriptions in full last January and wondered what the position would be in the future regarding direct debits.
- The Hon. Treasurer said that he should set up a monthly direct debit to start in January 2027.

Item 6 – OC's Report

Over the last year, we have seen the number of cadets steadily increasing in numbers and we are currently sat at 62 with potentially another 18-20 waiting to start in the next intake in September

During the year we have been progressing Cadet development and continuing with their qualifications.

Our light blue footprint in the community has continued with appearances and support at the Peterborough Remembrance parade, Armed Forces Day in the city centre, rowing regattas, Battle of Britain Parade and the sector ATC Sunday parade at Ely cathedral.

The squadron recently had the honour as the first cadet sqn to see and ride on the steam train Tornado, which we hope will form a lasting affiliation not only with the engine trust but also Nene Valley Railway.

We have utilised all opportunities that have been offered at Wing and sector levels, such as JNCO/SNCO courses, First Aid Courses and the various shooting courses.

Socially we ran a trip funded by the squadron civilian committee to Laser Force for the Christmas party and attended Cosford Airshow.

We competed in Wing Field Day this year which was held at Sawston Sqn next to Duxford Air Museum.

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.

There have been individuals who have shone and developed over the last year who were recognised at our awards night at the beginning of the year and there is a lot of potential in the squadron for cadets progressing on to great things. Special mention for Sgt Kassiram who is just completing his year as the Station Commanders Cadet for RAF Wittering. We have two cadets who are bidding for the position for the coming year, so fingers crossed to them.

As OC Sqn I'm continuing to build up better working relationships with the army cadets who we share the building with, and 51 Sqn with a view to setting up activities, competitions and maybe even social events.

On behalf of the Sqn, 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.

I would also like to thank the parents / guardians for their continued support, especially transporting their cadets to events and hope they will continue to do so over the coming year.

On a personal note, I would like to say that I am immensely proud of 115 Sqn and how it is continuing to grow build on its achievements and would like to thank the cadet NCO team, the staff team, the Civilian Committee and of course the cadets for their continued efforts, enthusiasm and dedication to the Sqn. I truly believe that we have a great Sqn and look forward to even more successes and raising it up to the heights I know it can achieve.

I'll finish with our Sqn Motto which says:

Aspire, Achieve, Excel

Item 7 – Election of Officers

- The Officers of the Committee stood down, and Graham Bowerman then oversaw the election of officers for the forthcoming year.
- The following nominations for Officers of the Committee for the year 2026/27, which were the only ones received, were as follows:

Office	Nominee	Proposer	Seconder
Chair	Dave Ellis	Rob Henson	Mike Holborn
Honorary Treasurer	Natasha Cousins	Dave Ellis	Rob Henson
Honorary Secretary	Rob Henson	Dave Ellis	Mike Holborn

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

Item 8 – Election of Committee Members

- The members of the current committee were re-elected unanimously.
- Proposed by Dave Ellis & seconded by Rob Henson.
- In addition to the officers of the committee, the following are now members of the Civilian Committee:
 - Mike Holborn
 - Tony Streeter
 - Peter Kassiram
 - Ben Jelley.

Item 9 – Appointment of Vice Chair

- The Chair explained that his various duties within the ATC prevented him from attending all the meetings he would like to.
- Tony Streeter has stood in for him on occasions and with Tony's agreement, he proposed the creation of the position of Vice Chair on the committee.
- This proposal was seconded by Rob Henson, and Tony was duly elected as Vice Chair.

Item 10 – Confirmation of the Appointment of the Honorary President & Sqn Chaplain

- Gp Capt Graham Bowerman OBE RAF retd was confirmed as the Hon President.
- The Sqn Chaplain position is currently vacant, however, the Revd Simon Kaye of Christ The Carpenter in Dogsthorpe will take up the post when all the necessary formalities have been completed.

Item 11 – Any Other Business

- The Chair mentioned the squadron website and said that the minutes from this meeting and the current finances would be posted there.

Item 12 – Date of next AGM

- The AGM will be held in July 2027. The Hon. Secretary will confirm the date, time and place nearer the time.

Item 13 – Date of next Ordinary Meeting

- The next meeting of the civilian committee will be held at the squadron HQ on Monday 21st September 2026 at 19:30

Signed: _____ Chair

Appendix A – List of attendees

Distribution:

All Committee Members
Hon President
Commanding Officer
Sqn website
Sqn Adjutant

Wing Chair
Wing HQ
All other attendees
File Copy

Appendix A

The following people attended the AGM:-

Name	Capacity
Dave Ellis	Squadron Chair
Natasha Cousins	Hon. Treasurer
Rob Henson	Hon. Secretary
Flt. Lt. Mark Blackshaw	OIC
Graham Bowerman	Honorary President
Mike Holborn	Committee Member
Ben Jelley	Committee Member
Peter Kassiram	Committee Member
Gurpreet Samra	Parent
Elaine Larkin-Milbank	Carer
Rob Malinowski	Parent
Terry Tyson	Grandparent
Louise Setchfield	Carer
Angelika Kassiram	Parent
Monika Liubiuaite	Parent
Karolina Daniel	Parent
Glenn Smith	Parent
Haitao	Parent