



Maritime Warfare School

Officers' Association
HMS COLLINGWOOD
Newgate Lane
FAREHAM
PO14 1AS

12 Sep 17

MINUTES OF THE COMMITTEE MEETING OF HMS COLLINGWOOD OFFICERS' ASSOCIATION HELD AT HMS COLLINGWOOD 6 SEPTEMBER 2017

Present:

Cdre A. Whyntie	Chairman
Lt Cdr J.R. Laurie	Treasurer
Lt Cdr M Churchill	OA Secretary
Lt C Gittins	Social Secretary
Lt Cdr T.C. James	Committee Member
Lt Cdr D.L. Howe	Committee Member
Lt Cdr JRD Rouse	A/Sec

The Chairman expressed his thanks and appreciation to the families of Cdr Meekums and Lt Cdr Legg for welcoming us to the sad occasions of Geoff and Bill's funerals and wakes. He also wished to record thanks to the XO of HMS COLLINGWOOD for providing the ensign and arranging for the bugler from the RM Band Service to play the Last Post at Geoff's funeral.

1. APOLOGIES

Apologies were received from Capt J Palmer,

2. MINUTES OF THE LAST MEETING HELD ON 25 Jun 17

The Minutes were accepted, proposed by Lt Cdr Howe and seconded by Lt Cdr James.

3. MATTERS ARISING

- a. Lt Cdrs Churchill and James to draft changes to WR Mess Rules w.r.t. the OA.

The draft changes will be presented at Agenda Item 6 **Action Complete**

- b. Lt Cdr James to set up a meeting between WR Sec and Capt Palmer re WR Connect.

Lt Cdr James reported that there were still difficulties in finding a convenient mutual date.

Action Ongoing

4. SOCIAL COMMITTEE REPORT

Lt Gittins, Social Secretary, reported that the date for the OA Trafalgar Ladies' Night Dinner was confirmed for Friday 13 Oct. He said that the price per head had yet to be agreed as the costing for

the event would change following the loss of the MOD subsidy. After some discussion, it was agreed to set the price at £40/45 unless Lt Gittins found a reason for it to be changed. The Chairman said he would invite the XO and his wife to the dinner.

Action Chairman

Post Meeting Note: Unfortunately the XO and his wife are unavailable on the date of the Dinner.

Future social events were the combined OA/SD Families Christmas Lunch on Sun 10 Dec 17 and the Valentines Ball in 2018. No date had yet been set for the Valentines Ball and it was not known whether it would be a combined event with the WR Mess as it was in 2017. Lt Gittins said a band would have to be booked and that the WR Mess Manager had recommended one. Lt Cdr Churchill said he would contact the late Lt Cdr Legg's family to see if they could find the book containing all the details of bands booked in the past.

Action Lt Cdr Churchill

Lt Cdr Churchill proposed that the family of the Lt Cdr Legg be invited to the combined OA/SD Families Christmas Lunch on Sat 10 Dec.

Post Meeting Note: The family of the late Lt Cdr Legg had been unable to find the book but would continue looking.

5. FINANCIAL REPORT

Lt Cdr Laurie presented the Financial report. The OA fund stood at £7315.16 on 18 Jul 17. The figure did not include the Winter Ball subsidy of £265.06. At the same time last year, the fund stood at £5077.45. Lt Cdr Laurie suggested that consideration should be given to refurbishing a sword to reduce the amount in the OA fund. The Committee agreed and Cdre Whyntie took an action to arrange the refurbishment.

Action Chairman

Lt Cdr Laurie handed over a cheque for £151.98 which was the balance of the OA's donation to the RNRM Charity, he asked the Chairman to write a covering letter as before

Action Chairman

Post Meeting Note: The Chairman has sent the cheque with his covering letter.

6. OA SEC'S CORNER

Lt Cdr Churchill, OA Sec, gave the following report.

a. Membership update

Membership to date 4 Sep 17 remained at 436 as follows:

- Full/Associate - 19
- Active - 292
- Country - 118
- Honorary - 7

b. Wardroom Mess HMS COLLINGWOOD Mess Rules (Agenda Item 3a)

Proposed changes had been circulated to the Committee and amendments incorporated for discussion/agreement by the OA Committee before being forwarded to the Mess Committee for incorporation at the next reprint.

Cdre Whyntie, Chairman emphasised that the changes need to be simple otherwise every time there was an alteration, the rules would have to be revised. The Committee would look at the proposed changes and submit comment as appropriate. The subject would be discussed at the next meeting of the Committee.

c. Autumn/Winter 2017 OA Newsletter

Final draft Newsletter had been circulated for approval by the Committee. Publication would be held awaiting confirmation of the date of the 2018 Valentine's Ball.

Flyers for the OA Trafalgar Ladies' Guest Night Dinner (Fri 13 Oct 17) and the Combined OA/SD Families Christmas Lunch (Sun 10 Dec 17) would be attached.

d. Event Visitor Notification Form

For information, Lt Cdr Churchill circulated an example of the new 'EVENT VISITOR NOTIFICATION FORM' which now had to be produced for each event. The Chairman said he was having a special meeting at the end of September to discuss the recent change in security arrangements required for entry to HMS COLLINGWOOD. He would pass on the information after his meeting.

7. REPORT FROM WARDROOM MESS COMMITTEE (WRMC)

Lt Cdr James said there was little to report:-

a. The RNRM Charities had approved a total of £43000 for the work to extend the Woody's Bar area and the work had now been completed.

b. The Autumn Term Social Calendar included a Trafalgar Night and Battle of Britain Mess Dinners and a Christmas Dance. The October Fest had been replaced by Halloween Spookfest.

8. CIVILIAN MEMBERSHIP AND ATTENDANCE BY WR MESS MEMBERS AT OA FUNCTIONS

The Chairman asked for the agenda item to be taken in 2 parts.

a. Civilian Membership. It had already been agreed by the Committee via emails that the 'Eligibility' as laid down in the OA Membership Rules and Constitution would not be changed.

b. Attendance by WR Mess Members at OA Functions. OA members were entitled to attend normal Wardroom functions so a reciprocal arrangement should be agreed for Full members of the WR Mess. The majority of booking for OA events was online via the website but for the joint Valentine Ball last February a separate book was available in the Mess for WR members. The same system could be used for future events.

9. SECURITY ARRANGEMENTS FOR OA FUNCTIONS

This was discussed at Agenda Item 6 in para 6d.

10. AOB

a. On behalf of Capt Palmer, webmaster, Lt Cdr Churchill raised the subject of the potential vulnerability of the web site. Lt Gittins had expressed some concerns and Capt Palmer had proposed 2 options. The first was to move the web site to its own hosting service, the 2nd option was to move it to a Wordpress based site. After some discussion the Committee chose Option 1. The Chairman said he would contact Capt Palmer to inform him of the decision.

Action Chairman

b. Lt Cdr Rouse, A/Sec, stated that she had been contacted by the WR Mess Manager to say that the proposed date for the 2018 OA AGM was not available and he had offered 2 alternative dates. It was agreed to change the date to Sun 1 Jul 18.

c. Cdre Whyntie, Chairman, suggested that the membership be contacted to see if anyone was interested in joining the Committee.

Action OA Sec

d. Cdre Whyntie, Chairman, proposed that Capt Palmer, who currently attended committee meetings in a non-voting role of webmaster, be invited to join the Committee as a full voting member. The Committee was in agreement with the proposal. The Chairman said he would contact Capt Palmer with the proposal.

Action Chairman

Post Meeting Note: Capt Palmer has kindly accepted to join the Committee as a full voting member.

e. Cdre Whyntie, Chairman, said the OA Prize winners board needed to be updated with name of the 2017 winner Lt Ollie James. Lt Cdr James said he would take the action. He said he would also update the OA Committee Members Board.

Action Lt Cdr James

f. With the death of Cdr Meekums, Cdre Whyntie, Chairman, said there was a need to appoint a new Vice Chairman. After some discussion, Lt Cdr Howe 'volunteered' to take over the role.

11. DONM

Dates for the next meetings were confirmed as:-

Wed 6 Dec 17 at 1230

Wed 7 Mar 18 at 1230

Sun 1 Jul 18 at 1030 before the AGM at 1130.

JRD ROUSE

Lieutenant Commander, OA A/Sec

Distribution:

Committee Members

Wardroom Mess Treasurer

WRNB