



**Second Sea Lord and  
Naval Home Command**

Officers' Association  
HMS COLLINGWOOD  
Newgate Lane  
FAREHAM  
PO14 1AS

10 Apr 11

**MINUTES OF THE COMMITTEE MEETING OF HMS COLLINGWOOD OFFICERS'  
ASSOCIATION HELD AT HMS COLLINGWOOD 19 MARCH 2011**

Present: -

Cdr G Meekums, Chairman  
Cmdre A Whyntie, Vice Chairman  
Lt Cdr J R Laurie, Hon Treasurer  
Lt Cdr W E Legg, Social Secretary  
Lt Cdr T C James  
Lt Cdr J R D Rouse, A/Sec

In attendance:-

Cdr P Moore (Item 8)

**1. APOLOGIES**

Lt Cdr M C Churchill, OA Sec  
Lt Cdr Andy Christie, OA LO

**2. MINUTES OF THE LAST MEETING**

The minutes were accepted, proposed by Lt Cdr Legg and seconded by Cmdre Whyntie.

**3. MATTERS ARISING**

Actions from the last meeting

a. Lt Cdr Legg to confirm whether the sword that had been donated could be used for the OA Prize in 2012.

Lt Cdr Legg confirmed that the sword could be used. He said he would find out some history on it.

**Action Complete**

b. Chairman to write to thank the donator of the sword (proposed for the 2012 prize).

The Chairman said he had written to both people concerned. He said he had asked them both for some history/CV on the sword.

**Action: Complete**

c. Lt Cdr Christie OALO, to ensure that the donator of the sword to be used for the OA prize in 2011(Lt Cdr Pile and Lady) are invited to the lunch and presentation at Summer Divisions.

The Chairman said he would contact the OALO to arrange for the invite. It was stated that the sword had already been engraved (presumably arranged by the donor) saying that it had been presented by the OA. The Hon Treas stated that he hadn't received a bill for the engraving.

**Action: Chairman/OALO- Continuing**

d. Chairman to develop the agreed line to present to the incoming XO on the subject of the OA recovering some of the Full Mess Members' subscriptions to the Wardroom.

A draft letter had been produced (see discussion at Item 10 AOB).

**Action: Complete**

e. Hon Treas to arrange for a ring fenced account to be set up for the Greenie.

Lt Cdr Laurie, Hon Treas said that, according to the WRMT, the process was very difficult so he had set up a separate line in the OA accounts.

**Action: Complete**

f. OALO to prepare the nomination process for the award of the OA sword, A /Sec to include item on the next week's meeting.

The item had been included but in the absence of the OALO, no report was made.

**Action: OALO- Continuing**

#### **4. SOCIAL COMMITTEE REPORT**

Lt Cdr Legg, Social Secretary, reported that the lunch following the AGM had been organised. Lt Cdr James would be the point of contact for those members wishing to book for the lunch. The Social Secretary said that, to date, 96 tickets had been sold for the OA Summer Ball. Details for the Ladies' Night in October had not yet been sorted out. Cmdre Whyntie said that consideration should be given to who should be the guest speaker for the Ladies' Night Dinner. He had a proposal in mind and said he would take an action to contact the person.

**Action: Cmdre Whyntie**

Lt Cdr Legg, Social Sec, advised the Committee that the Wardroom's contract was being re-negotiated and that it was possible that the OA would not be included in the new MOD contract. If the OA was not included, staff costs for the annual 'official' event would have to be borne by the OA. The Committee feared that the additional cost, which would have to be passed on to members, would result in lessening attendance at social events. Lt Cdr Legg reported that the outcome of the new contract wouldn't be known until the end of April. It was proposed that members should be advised that dress for the Ladies' Night would be Black Tie or Mess Undress (for all including retired members). Because of the uncertainty of the subsidy for the 2011 'official' function, Lt Cdr Legg said he would look at contingency plans.

**PMN** Lt Cdr Legg has confirmed that the OA will receive the subsidy for their 'official' function for 2011 and 2012 but a further review would be made in 2013.

The Social Secretary said that he hoped to book Ian James Band for the Winter Ball in January 2012 but, so far nothing was arranged.

## 5. FINANCIAL REPORT AND FINANCIAL PLANNING

The financial statement to the end of February was presented by Lt Cdr Laurie, Hon Treas. The statement included the subscriptions due on 31 Jan 11. The accounts also included Cdr Moore's expenses for the Greenie and the £500 advance from the publisher. The balance stood at £8047.60. At the same time last year the fund stood at £7484.54 The OA subsidy for the Winter Ball was £782.26.

The financial report was accepted, proposed by Cmdre Whyntie and seconded by Lt Cdr Legg.

## 6. NOMINATION PROCESS FOR OA SWORD PRESENTATION AND PROVISION OF SWORDS FOR 2011 AND 2012

In the absence of Lt Cdr Christie, OALO no details were available on the forthcoming nomination process for the presentation of the OA sword. Discussion and details of the swords for presentation in 2011 and 2012 were covered under Agenda Item 3.

## 7. OA SEC/OALO's CORNER

In his absence Lt Cdr Churchill, OA Sec, had provided the following written report.

a. The revised Amenity and Car Pass Application Form was now downloadable from the OA website and all applications received in the last month had been on the correct form.

b. Membership update:            Full/Associate Members 37 (unchanged)  
   Active 268 (+1)  
   Country 168 (-3)                            **Total: 473**

(The numbers may be further modified following the OA Sec's chase up of 14 members whose subs were unpaid)

c. The OA Members' e-mail database had been completed to date. The OA e-newsletter (+OA Ball Flyer) had been sent to 371 members and posted to the remaining 102 members, many of whom have had a Member Record Update Form enclosed in the hope that they would update their contact details.

d. Early interest in The Greenie was encouraging (one member had already made a formal application for a signed copy) but while the cost of P&P remained unknown (to date 5 Mar 11), he was unable to advise members of the total cost of posting it to their homes.

e. OA Sec reported that he wished to discuss Lt Cdr Rouse's concern over members' contact details/e-mail addresses being sent by e-mail. All members whose e-mail addresses were included in the manuscript amendments put out in the Spring e-Newsletter approved of these details being shared with other members. The OA Sec believed that there were less risks by sending a point-to-point e-mail than by sending the Membership Booklet or Newsletter by post to an address which had not been confirmed for, in some cases, 10-15 years. He had sent out a test e-mail beforehand and then addressed the 'bounced' ones wherever possible by phone calls to confirm/amend them. Only when that was completed and he knew he had the correct e-addresses did he then send the e-Newsletter. He had arranged with Cdr Dawson-Taylor the removal of the manuscript changes from the Newsletter before publishing on the website.

Lt Cdr Rouse, A/Sec said she had discussed the subject of internet security with Cdr Dawson-Taylor and her concerns had been alleviated. Following Lt Cdr Churchill's comment in his report about sending the Membership Booklet to unconfirmed addresses, there was a discussion whether it should only be sent out 'on request', however, the Committee decided to leave the current routine unchanged.

There was no report from OALO.

## **8. UPDATE ON THE PROGRESS OF "THE GREENIE"**

Cdr Moore reported that he had received a PDF copy and that the cover was complete. Printing was expected in May with a release date of June. He had arranged for Admiral Purvis to call in at HMS COLLINGWOOD the following day for a photo shot but passes would have to be organised as his had expired. Lt Cdr James said he would be available to represent the OA.

Cdr Moore said that the Greenie would be promoted in Broadsheet and in the BA Pensions letter. He said that the Naval Engineer was marking the 110<sup>th</sup> anniversary of the Technician's Rate and that it would include a piece on the Greenie. He said that he thought the RNRMC could help the Greenie. He suggested a Memorandum of Understanding (MOU) could be drawn up for them to take over the marketing of the Greenie with a transfer of funds after a year. The OA needed to recoup their funds and then hand over the finances to the RNRMC. The first 200 copies were not subject to royalties and would be outside the deal. There was a discussion on the different charities supported by the RNRMC. Most naval charities had been encompassed including Herbert Lott but it was noted that some were excluded. After some discussion the Committee agreed that the MOU should state the condition that royalties from the Greenie should go to benevolent naval charities only rather than amenity funds.

**PMN** Lt Cdr James reported that the photo session with Admiral Purvis on the day after the meeting went very well and on time. Lt Cdr Christie OALO gave the Commodore's apologies but the Senior WE available, Lt Cdr Sean Raynor, was there and included in some of the photographs. The weather was fine; the photographs were taken outside the Main Gate with the emblem included.

Lt Cdr James said that Admiral Sir Ned was very pleased with the book cover that Cdr Moore provided and was looking forward to seeing the final article.

## **9. AGM**

Subject to re-election, Cmdre Whyntie would take over as Chairman and Cdr Meekums would revert to Vice Chairman. The draft calling notice was discussed and a few changes were made. The calling notice would be put on the website and sent out to those members not on the internet.

## **10. AOB**

Details on the draft letter to the incoming President of the Mess regarding Full Mess members' subscriptions to the WR Mess were discussed. Various modifications were agreed. It was stated that funds had been transferred from Dryad, Mercury and Cambridge etc. when their Wardroom Messes merged with HMS COLLINGWOOD's. Lt Cdr Laurie, Hon Treas said he would provide the Chairman with breakdown figures.

**Action: Hon Treasurer**

The Chairman said he would write a welcoming letter to the new President of the Mess and invite him to the next Committee meeting of the OA.

**Action: Chairman**

## **11. DNM**

Members of the Committee listed the dates they were unavailable for meeting over the next few months.

Dates for the next meetings were agreed for:

1230 Wednesday 4 May 11

1030 Sunday 26 Jun 11 followed by AGM and Lunch

JRD ROUSE

Lt Cdr

A/Sec