

HFRS PAST MEMBERS ASSOCIATION

MINUTES

Date 9 March 2009

Location HFRS Headquarters, Eastleigh

Present Andy Anderson (Chair), Malcolm Eastwood, Eddie Winter, Phil Griffiths,
Mick Barnes, Graham Reeve, Phil Webb, Peter Cowmeadow, Eric Hounslow,
Colin Ive.

Apologies Alan, House, Barbara House

ITEM	DESCRIPTION	ACTION
1	AA welcomed all to HFRS Past Members' Association meeting and in particular Eric Houselow (EH) and Colin Ive (CI) attending their first meeting of the Association. Apologies received from AH and BH.	
2	Minutes of the last meeting had been circulated and were agreed, with one amendment; the date of the meeting should read 9 February and not 9 January,2009	
3	<p>Set Up Funds.</p> <p>PG advised £4,000 and £1,000 (received from BH Trust) had been banked, and two signatures had been set up with an additional signatory (Chairman) to be added.</p> <p>PW gave brief details of the setting up of the Berta & Hector Trust and the grant which had been made available.</p>	PG/AA
4	<p>Artwork & Design – Letters</p> <p>EW confirmed the logo, badge and letterhead had been agreed.</p> <p>AH had advised that a letter and application form will be circulated to encourage membership. This will be sent via the Payroll Section (Pensions). Also letters will be circulated to stations, in particular to notify Retained past members.</p> <p>CI highlighted a problem in notifying past retained members and agreed to assist in this matter and report ideas to the Committee.</p> <p>AH to be asked to circulate the letter and forms to all committee members to ensure information being passed on is consistent.</p> <p>Payroll Section (Pensions). It is hoped to arrange stoppage at source</p>	<p>EW</p> <p>AH</p> <p>CI</p> <p>AH</p>

	<p>in due course. CI outlined the problem regarding retained past members not in receipt of a pension.</p> <p>Peter Walsh from HR has agreed to put out a leaflet and package to all relevant leavers and retiring persons. AH to supply leaflet/letter package.</p>	AH
5	<p>Constitution</p> <p>Constitution now agreed and awaiting final copy to be produced (master version) to be signed.</p>	AH/All
6	<p>Roles</p> <p>Communications</p> <p>GB is considering best approach to co-ordinate and cascade information to members. MB willing to assist and agreed to report back to the Committee.</p> <p>Welfare</p> <p>EH outlined some thoughts as to the role of the Association in acting as a conduit to link and advise members on information and resources available from the Fire Service Charity, Occupational Health and other organisations. PMA agreed EH and PW to work together and produce some guidelines relating to this Association's role and approach to welfare issues. EW also agreed to liaise for inclusion of information on the Website.</p>	<p>GR MB</p> <p>EH/PW EW</p>
7	<p>Magazine & Website</p> <p>Website – EW updated the meeting regarding the Website proposals and confirmed pages were available on the HFRS Website.</p> <p>PMA agreed the Association website for the first year with direct links to HFRS web pages with shared information.</p> <p>Website licence fee of £75.00 (£50 Hosting, £25 email) for two years has been paid. Ex.hfrs.org.uk</p> <p>Magazine</p> <p>Magazine meeting had identified the benefits of a smaller version being produced and made available on the website for download in order to minimise postage.</p>	<p>EW</p> <p>EW/PG</p> <p>AH EW</p>

8	<p>Representation at Ceremonies/Funerals</p> <p>Fire Service presence at ceremonies and funerals was discussed together with the availability of a standard bearer. All agreed in principle that training should be arranged and supported by PMA for future participation.</p>	AH
9	<p>Launching the Association</p> <p>AA reported the proposed sub committee meeting did not take place, therefore a decision needs to be made at this meeting.</p> <p>Agreed first function to be a Hog Roast – Social Evening on either 1, 8 or 15 August at HQ site , subject to availability.</p> <p>Post meeting note 15 August agreed.</p> <p>Commencing 15.30 onwards into the evening</p> <p>Music (background)</p> <p>Venue – Appliance Room or Harland Room areas etc., when number attending are available.</p> <p>Bar to be available to purchase drinks.</p> <p>Food to be provided free of charge (numbers to be limited and ticketed . Advertising boards, sign up table etc.</p> <p>Other Events to be considered</p> <p>Coach trip to London Theatre Formal event – Spring Ball Carol Service could be resurrected at Winchester Cathedral.</p> <p>Some concern was expressed that the PMA was not seen as a replacement of the Officers’ Club. All noted the comment.</p>	PC ALL
10	<p>British Legion Veterans’ Day 27 June, 2009 (HQ Site)</p> <p>AH has invited PMA participation in this event. It was agreed PMA would support this event in order to promote the Association for Service Veterans utilising photo display boards, information stand and fund raising stall.</p>	AH All

11	<p>AOB</p> <p>Membership Cards</p> <p>It was agreed it will be necessary to provide Membership Cards.</p>	
12	<p>Date of Next Meeting Tuesday 14 April, 19.00 hours HQ Committee Room. PW to book room.</p> <p>Following discussion it appears that Monday meetings cause some difficulties it was agreed to rotate these evenings and set dates for the next six months at the next meeting.</p>	<p>PW</p> <p>AA</p>