

**MINUTES OF THE RAFHAA COUNCIL MEETING HELD AT RAF HALTON**  
**ON 3<sup>rd</sup> FEBRUARY 2015**

**Present:**

Duncan Grant	Chairman
Peter West	Deputy Chairman
Denis O'Brien	Office Manager
Tony Whittaker	Treasurer
Min Larkin	Haltonian/Archivist
John Styles	Grove Liaison
Tony Parrott	Merchandise
Peter Milner	Trustee
Les Shardlow	General Secretary

**Apologies:** Alan Farley, Peter Brown, Ron Priest, Barry Smith and Andrew MacKenzie.

Item	Heading	Narrative	Action/Remarks
1.	Introduction	The Chairman welcomed all the Members present.	
2.	Minutes of the Last Meeting	The Minutes of the Council Meeting of 9 <sup>th</sup> December 2014 were proposed as a true record by Denis O'Brien and seconded by Peter West and approved by the Council.	DG and LS signed off Minutes
3.	Matters Arising	Min Larkin reiterated that the £2250 put aside for the Haltonian/Archives be ring fenced as discussed in the last meeting.	Actioned by DG/LS
4.	Membership Report	NTR	
5.	Treasurer's Report	Tony Whittaker presented his Treasurer's Reports for consideration. * No in depth queries were raised. The Museum funds were now formally ring fenced. The Chairman thanked Tony for his transition management work. Council reviewed the 2015 budget proposals. These reflected the reality of the new financial circumstance. Although Association funds were healthy there would be a need to keep the budget under continuous review. Council accepted the budget proposals. * Attached	All
6.	AGM Arrangements	The Chairman reported on the intended format for the AGM on 28/03/15 and indicated that it would be much the same as in previous years, with sensible pictorial representation to be used.	All  DoB to co-ordinate
7.	Haltonian/Archives	<b><u>Haltonian</u></b>  Min Larkin reported that due to the level of workload circumstances in relation to his other commitments he would have to	DG + Council to seek replacement Editor

		<p>relinquish his role as Editor of the Haltonian after the Autumn 2015 issue. In turn, a home move by his deputy ,Graeme Booker, meant that he too would be unable to continue. Min reported on the current position of the Haltonian and the pressure of producing three a year . He proposed that the Haltonian should be reduced to two issues per year. This was seconded by Denis O'Brien and endorsed by the Council. Min Larkin also proposed an increase of the issue size from 32 pages to 36 to partially compensate for the change. The Council agreed the way ahead but undertook to review the situation in early 2016.</p> <p>It was also agreed that a Newsletter would be sent out to replace the third issue to meet the timescale mandated by the Council with regard to the AGM. Denis O'Brien undertook to arrange its compilation and distribution.</p> <p><b><u>Archives.</u></b></p> <p>Following discussion on the challenge of managing the Archives there was no comprehensive view arising on the best way forward. The Chairman undertook to draw up a draft for consideration at the next Council meeting regarding Archive management .</p>	<p>DO'B</p> <p>DG</p> <p>DO'B</p> <p>DG</p>
8.	Merchandise	Tony Parrott reported that trading of the merchandise had been a very good so far for 2015	None
9.	Halton Grove	John Styles gave an update on the situation at the Halton Grove . A report from Ron Priest is attached to these minutes. With the support of Min , Ron was deriving a paver package for Apprentices sponsored by other National Governments. Council endorsed this package.	RP JS
10.	Legacy Update	Denis O'Brien gave an overview of the current status of the Legacy Project. The launch meeting with the Chairman, Deputy Chairman and Office Manager had taken place with the Project Director . The agreed support funding was being	DG DOB

		transferred to TEAL 2020 during February. The Chairman reiterated the importance of the Project and indicated that he would be leading on the AGM agenda item	
11.	Date of Next Meeting	12 <sup>th</sup> May 2015	
12.	Any Other Business	The Chairman reported that the RAFA were having a special Battle of Britain Memorial Service in St Paul's Cathedral on 15 <sup>th</sup> September 2015 and that he hoped seats would be made available for the Association. Denis O'Brien gave an update on the progress to date on the move to the new premises in Building 412 later in the year	DG LS  DO'B

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Chairman  
D Grant

Date.....

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General Secretary  
L J Shardlow

Date.....

Encl

1 Treasurer Reports

2. Grove Report