

MINUTES OF W COMPANY MEETING
WEDNESDAY, 13 MAY 2010

Attendance

Major M. Ewart (OC)	Lt B. Lister (Rothbury)
Capt T. J. Jackson (2IC)	SSI R. Brown (Alnwick)
Lt K. Marchant (TO)	SSI R. Matthewson (Broomhill)
SMI P. Lawrence (CSM)	SI J. Grey (Belford)
SMI L. Bannister (CQMS)	SI Z. Luke (Amble)

1. The OC opened the meeting at 1910 hrs, welcoming everyone in attendance and quickly summarising the recent changes to Company HQ.

Commandant's Executive Meeting

2. The OC discussed points arising from the Commandant's Executive Meeting, which was held at Cramlington on the evening of Wed, 5th May 2010.
 - (a) The CTO reminded Companies of the need to push towards APC Star completions at Annual Camp. The OC reminded DCs of the need to clear up any outstanding MK, CC and PA assessments at 1- and 2-Star level.
 - (b) The CTO gave details of the Annual Camp watermanship activities, which will take place at Allerthorpe Lakeland Park. The County will be subsidising these to the tune of £15 per cadet, which leaves £8.50 per cadet outstanding for the Companies to pay.
 - (c) The CTO gave details of the format of the Champion Company Competition, which will take into account the results of the first aid competition, athletics, Exercise Northumbrian Warrior, SAAM, 5-a-side football tournament, orienteering, barrack room competition and drill competition.
 - (d) The OC HQ Coy reminded everyone that a 3-Star and D of E silver expedition was available at Annual Camp and bids were to be submitted promptly.
 - (e) The OC HQ Coy advertised an FAW requalification course, which is being held in the evenings during Annual Camp. Places will be allocated on a priority basis, starting first with adventurous training instructors and range personnel.
 - (f) The QM reminded Companies that clothing stock was being kept to a minimum and that cadet initial issues may be delayed as a result. Detachments should not make promises about speedy initial kit issue.
 - (g) The TSA issued guidance on the completion of Training on Private Land (TOPL) forms, which should be completed for every occasion training takes place on non-military land. The OC is to seek clarification about whether a generic form would be acceptable for repeated training visits to the same venue.

W Company Weekend, 11-13 July 2010

3. The 2IC distributed and quickly summarised the content of the weekend's admin and training instruction. Minden Company has also been asked to provide 3-Star fieldcraft training and assessment that weekend. The finishing touches will be put to the document once Detachment returns have been received.
4. A list of cadets eligible for the 3-Star fieldcraft was circulated. Detachments were asked to prepare these cadets by covering some of the 3-Star fieldcraft syllabus in advance.
5. The 2IC asked all Detachments to ensure their cadets had completed a WHT prior to the weekend. WHT results were to be forwarded to him for inclusion on Westminster.
6. Detachments are to submit a nominal roll of their attendees by 21st May 2010. The 2IC is going to circulate a spreadsheet for DCs to complete and return by email.

Points from the Company Sergeant Major

7. The CSM thanked everyone who assisted with the County Athletics at Monkton Stadium on 8th May 2010. He praised the success of those cadets that attended.
8. The CSM congratulated Belford Detachment for their success at the recent RRF Military Skills Competition, held at Ashington on 11th May 2010.
9. The CSM reminded all drivers that they are only required to sign the reverse of the work ticket. The authorising officer box is usually to be completed by the OC or MTO.
10. DCs were reminded that all NB16s and other paperwork related to out-of Detachment training are to be copied to Company HQ. Company HQ must be kept informed of all activities that take place outside normal Detachment parade nights.
11. DCs are to ensure that their weapon registers are completed with the letter S every time the weapons are signed out for training. This will provide a record of usage, should anyone have a query.
12. DCs are reminded to complete their fire practice and Legionnaires infection control books on a regular basis. The Legionnaires infection control book must be completed every time the Detachment accommodation is being used.
13. The CSM reminded all adults and cadets of the need for the highest standard of personal dress and bearing. Cadet brassards should not have sports badges attached to them. Females are permitted one discreet pair of ear studs, which must be covered during physical activity or fieldcraft, but no other jewellery is permitted.

14. The CSM reminded all DCs of the need to maintain a full and accurate collection of AFE529s. The County's own Parental Consent for Training form must be completed for all overnight training activities. The CSM is trying to establish a Company held archive of completed forms, which will be accompany the cadets on training.
15. DCs are reminded to forward their training programmes to the Company HQ staff each month, so the Company can keep a track of training happening in the Detachments.
16. Anyone needing a new ID card, form MOD 90, is to complete form IDENT 1024 C and forward it to County HQ via one of the Company HQ staff. A passport photo (wearing uniform, neutral facial expression, against a white background) needs to accompany the completed form.
17. The CSM distributed copies of the Sgts Mess rules.
- Points from the Company Quarter Master Sergeant/Sports Rep
18. The CQMS reminded Detachments of the need for accurate bids for the Company weekend, so that suitable stores can be organised.
19. SMI Bannister reminded DCs of the County Hockey event on 20th June 2010.
- Points from the Duke of Edinburgh's Award Scheme Rep
20. SSI Matthewson reports that she is awaited the return of 30 Bronze, 6 Silver and 1 Gold registration form. She will be visiting Rothbury on Tues, 25th May and Berwick/Belford on Tues, 1st June 2010.
- Broomhill Detachment
21. SSI Matthewson reports that Broomhill has 20 cadets on strength, of which 2 are non-effective.
22. The Detachment has recently participated in the Freedom of Northumberland Parade in Morpeth, bag packing to raise funds.
23. The Detachment hopes to organize a trip to HMP Acklington in the next few weeks and will be assisting with the annual Druridge Bay 10k charity run.
- Belford Detachment
24. SI Grey reports that Belford has 19 cadets on strength, of which 1 is non-effective.
25. The Detachment won the RRF Military Skills Competition on 11th May 2010.

26. Cadets from Belford will be participating in the Surtees Shield small bore shooting competition.

Alnwick Detachment

27. SSI Brown reports that Alnwick has 40 cadets on strength (taken from Westminster). There has just been an intake of an additional 22 recruits, although they are not yet officially on strength.
28. SSI Brown remains concerned at the lack of permanent adults within the Detachment.
29. The Detachment recently had 8 APC 2-Star completions.
30. The Detachment has recently participated in the Freedom of Northumberland Parade in Morpeth.
31. The Detachment will be assisting with the annual Druridge Bay 10k charity run.

Amble Detachment

32. SI Luke reports that Amble has 15 cadets on strength, of which 2 are non-effective.
33. SI Luke queried to current status of a new potential adult instructor, Mr David Nicholson, who has not been in contact for a while.
34. The Detachment was recently involved with the Cadet150 rehearsals in the Town Square.
35. The Detachment will be visiting London at the end of May.

Rothbury Detachment

36. Lt Lister reports that Rothbury has 19 cadets on strength.
37. The Detachment has been approached to help with the Forestburngate and Otterburn shows.
38. The Detachment will be visiting Rothbury Middle School with the climbing wall later this month.
39. Cpl Hale will be attending one of the Frimley Cadet Leadership Courses in July 2010.

Berwick Detachment

40. Lt Marchant reports that Berwick has 15 cadets on strength, of which 2 are non-effective.

41. The Detachment was recently involved in a homecoming parade for the 1st (KOSB) Bn Royal Regiment of Scotland, which attracted wide media interest.
42. Four senior cadets recently gave a presentation about a future trip to Belgium to members of the local Fusiliers Association.
43. The Detachment has been invited to help with the inauguration of the new Lady Mayoress.
44. The Detachment has been approached by the local Royal British Legion Branch, with a view to affiliation.

Closing Remarks

45. The OC closed the meeting at 2040 hrs. In order to help him prepare for the Commandant's Conference, he requested that DCs send him a quick breakdown of their numbers and recent achievements at the end of each month.