

**Minutes of Operation Crown Association Extraordinary Committee Meeting**  
**13:00 22<sup>nd</sup> May 2011**  
**Stensham M5, North Bound Service Station**

**Chairman's Introduction**

Because of ill health and the unexpected resignation of Carlton (Buck) Brown, from his post as Secretary and Treasurer of the Association, on 19<sup>th</sup> April an extraordinary meeting of the remaining Committee members and other potential volunteers took place at the North Bound M5 Stensham Service Station on 22<sup>nd</sup> May. On behalf of everyone I wish Buck all the best for the future and thank him for his sterling work over last few years in organising the many events that have taken place in Salisbury, Lichfield and Thailand. I am sure you will join me in wishing him well with his future scan and operation and hope his health improves.

**Attendees at Extraordinary Committee Meeting**

- Chair – Mike Stanbridge
- Webmaster – John Hamnett
- Voluntary Member – Noel Jackson
- Voluntary Member – Neville Wareham

**Purpose of Meeting**

The principal purpose of the meeting was to update each other on the progress of various matters attendees had been dealing with and re-allocate responsibilities as a consequence of Buck's recent, and necessary, resignation as Secretary/Treasurer.

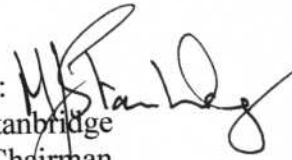
In summary, the points discussed and actions resulting there from were as follows:

- Forthcoming Events:
  - Weekend Reunion in Lichfield 9-11 Sep 2011
    - John Hamnett volunteered to continue as the principal coordinator of this event and he has a list of members who have registered their interest in attending. Action: John will circulate proposed weekend programme to all members with location, timings, costs and accommodation contact details. John's email address for those that do not have it is [john6033@googlemail.com](mailto:john6033@googlemail.com)
  - Thailand Visit 2-18 Nov 2011
    - Noel Jackson kindly offered to take on the responsibility of organising the travel arrangements and will let members know in due course of the provisional plan and options. Mike is assisting Noel wherever possible in obtaining alternative offerings and costs from a Travel Agency in Winchester. As Treasurer, he will also act as the depository for all cheque payments from members.
- Lapel Badges & Commemorative Medal
  - Mike updated everyone on the progress of Lapel Badges and the proposed Commemorative Medal which he has taken on from Buck
    - Lapel Badges – The size, design and fixing was agreed by all present and 50 badges have since been ordered. Some 40+ members have expressed an interest in purchasing one. The purchase cost, including the manufacturers p&p, works out at £5.10 for each badge. As agreed at the last Lichfield meeting, these will be sold at £10.00 each incl p&p (unknown at present) to members. Any profit made from these sales will, as for past sales of clothing

and ties, go into a General Purpose fund and used to offset the Associations minor administrative costs and, indeed, future events. The generation of small profits from product sales avoids the unnecessary cost and the collecting/chasing thereof for annual membership fees. The manufacturers, ML Badges, have said that they will despatch the badges on 25<sup>th</sup> June so members will be asked for their £10 cheques shortly before then, so they can be sent on to them as soon as possible after they arrive.

- Commemorative Medal – Following visits and discussions with the Thai Embassy and the Wiltshire Branch of the Royal British Legion (RBL), formal letters requesting approval were finally sent to the Thai Defence Attache and RBL HQ London on 18<sup>th</sup> April. Mike has now heard from both parties by phone and email and, whilst their approval looks promising, Mike cannot offer any assurance at the time of these minutes going to press.
- Roles & Responsibilities
  - Treasurer & Secretary - Mike, as an expedient measure, has taken on the roles of both Secretary and Treasurer with John remaining as a second signatory for all expenditure. The accounts, for 2009 and 2010, have been independently audited and are published on the web site. Mike took over the Associations HSBC bank balance of £942.42 at the end of April with a £50.00 members refund cheque still to be presented! Hence there was a net balance of £892.42. A stock of 6 ties, and 5 cloth badges was also taken over from the previous Treasurer. If any member wishes to purchase any of these please contact Mike on [chair.oca@btinternet.com](mailto:chair.oca@btinternet.com)
  - Membership Secretary - Neville Wareham has offered to take on this role and possibly general secretarial duties as well. Action points still to be discussed and agreed between Mike and Neville
  - Events Coordinator – This is an arduous task and s probably the only appointment that can easily be shared out dependant on nature and particularly the location of the event. Hence the reason for John and Noel each taking on the next Lichfield and Thailand events respectively. Coordinator of any future agreed events to be volunteered for or nominated.
  - Periodic Newsletter Editor & Publisher – Roger Andrews has apparently volunteered to undertake this job but this is yet to be confirmed.

All the above appointments will be discussed and either agreed or re-distributed at the Lichfield Reunion in September but if any member has any comments/suggestions or wishes to volunteer for anything please contact Mike on the email address provided above i.e. [chair.oca@btinternet.com](mailto:chair.oca@btinternet.com)

Signed:   
M.J. Stanbridge  
OCA Chairman  
8<sup>th</sup> June 2011