



**Minutes of the
RAFA Caduceus Branch (Medical Services) Annual General Meeting
Held from 15.00 on 1st March 2025
Online via Teams**

**1. THE OFFICIAL DEDICATION OF THE ROYAL AIR
FORCES ASSOCIATION** *read by Vivienne Newton*

In friendship and in service one to another, we are pledged to keep alive the memory of those of all Nations who died in the Royal Air Force and in the Air Forces of the Commonwealth. In their name we give ourselves to this noble cause. Proudly and thankfully, we will remember them.

All – We will remember them.

Attendees:

Bunnage, Ray; Compton, Matthew; Cooper, Fiona; Cormie, Robbie; Denton, Mark; Eley, Tony; Gillespie, James; Gostling, Charles; Kettleby, kelvin; McLoughlin, David; Morris, William; Newton, Paul; Newton, Vivienne; O'Hare, Ronald; Ramrayka, Peter; Swift, Kevin; Whitbread, Tim.

There was no RAF Association Branch Membership & Wellbeing Officer in attendance again this year.

2. Chairpersons welcome and RAFA Dedication

- Paul Newton (Chairman) welcomed everyone to the 2025 AGM of the RAFA Caduceus Branch and then led a minutes silence to remember those we had lost this year including Vaughan Whitley, Ray Lavin, and Rick Noterie.

3. Agreement of the minutes of the AGM 2024

- Vivienne Newton read The Official Dedication of the Royal Air Forces Association.



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4. Agreement of the minutes of the AGM 2024

-  The Chair asked if there were any corrections to the 2024 AGM Minutes, none were raised. Ron O'Hare proposed that these were accepted as a true record of the meeting, and this was seconded by Fiona Cooper. *This was carried by a show of hands.*

5. Vice Presidents

-  **Vice- President, AVM David McLoughlin** *speaking on behalf of himself, AM Clare Walton, AVM (ret'd) Maria Byford, Air Cdre (ret'd) Dale Daborn and our President, , Air Cdre (ret'd) Stephen Kilbey.*

The AVM updated those present on the current demands on our serving colleagues delivering care across primary and secondary care, deployed operations around the globe, aeromedical evacuation service, training of air crew and specialist services, all of which are encompassed within aviation medicine. He went on to say how important RAFA is in offering not only financial, but emotional health and wellbeing support. In conclusion, the AVM thanked the Committee for continuing to volunteer to run the RAFA Caduceus Branch.

The Chair thanked the Vice President for attending this year's AGM and for continued support of our President and Vice Presidents of the Caduceus Branch.

6. 2024 Branch Reports

6.1. Chairman

-  The Chair expressed disappointment that the meeting could not be held in person due to the cancellation of the planned event at RAF Coningsby. He mentioned that alternative events at RAF Cosford and the RAF Midlands Museum were also cancelled probably due to short notice and lack of participants.

The Chair noted that the Caduceus branch has been unique in having two chairs to represent both veteran and serving members. He thanked Dan Biggs for his service as the Serving Chair for the past four years and emphasized the importance of finding a replacement to continue this representation. In highlighting the ongoing search, he acknowledged the hard work of serving members in the RAF and but reminded everyone that participating in the branch committee counts as additional duties. He encouraged members to volunteer or suggest potential candidates for the position.

The Chair reported that the branch continues to maintain a healthy membership, representing both serving and veteran members. He highlighted the active participation of members in various events and commemorations. The Chair mentioned that the branch's Standard Bearers have attended numerous events, including the commemoration of the Foundation of the RAF at St. Clement Dane's and the Battle of Britain Service at Westminster Abbey. The new branch standard, complete with the King's Crown, was present at the latter.



The Chair praised the positive association with RAF Cadets from 2458 Shipley and Baildon and 209 West Bridgford Squadrons. He thanked the cadets and their adult leaders for their fundraising efforts for the Wings Appeal, which also benefited the branch's welfare support. He also mentioned the support from 4626 RAF Reserves Squadron who raised funds for the Wings Appeal at their Reunion Dinner.

The Chair shared a heartfelt email from Air Commodore Kilbey, who described receiving a Christmas box while deployed in Afghanistan. The letter expressed gratitude for the thoughtful gift, which reminded him that people back home appreciated the efforts of those on operational tours. The Chair emphasized the positive impact of the Christmas boxes on both deployed personnel and older veterans. He mentioned that the boxes were well-received and that the branch had received thank-you emails and cards from recipients who appreciated the gesture. The Chair highlighted the branch's commitment to continuing the tradition of sending Christmas boxes and thanked everyone who contributed to this initiative, particularly Stacy Barlow and Susan Peel, noting the importance in providing support and boosting morale.

There were no questions for the Chairman.

6.2. Treasurer

- The Treasurer, William Morris, presented the 2024 independently examined accounts, noting that the branch remitted £1516 to the headquarters Wings Appeal, raised through Cadet Squadrons and local fundraising. Total receipts for the year were £3,520, with total expenditures of £2,897, leaving a nominal surplus of £623.

The Treasurer explained that the branch had a liability of £388 due to a deposit for wings money raised by a cadet squadron arriving after the annual return was submitted. This reduced the actual surplus to £235 for the year.

The Treasurer reiterated the success of the Christmas boxes initiative, which was much appreciated by serving medical personnel and senior pensioner members. He thanked Susan Peel and Staci Barlow for their hard work in collecting and distributing the Christmas goodies.

The Treasurer thanked the committee for their financial prudence in decision-making and acknowledged Christine Glasson for her detailed examination of the accounts. He invited members to contact him via the branch Facebook page for any queries regarding the accounts.

There were no questions for the Treasurer.

7. Acceptance of 2024 Accounts

- The Chair proposed that the 2024 Audited Accounts were accepted as a true record, and this was seconded by Kelvin Kettlety.
- The Chair proposed our current Independent Examiner, Christine Glasson for 2025; this was seconded by Fiona Cooper

Both carried by a show of hands.



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8. Elections

The Branch Officers and Trustees were elected last year for a period of three years as below, therefore there are no elections this year.

Name	Position	Term of Office
Paul Newton TRUSTEE	Chairman	2024-27
Vivienne Newton TRUSTEE	Secretary/Representative	2024-27
William Morris TRUSTEE	Treasurer	2024-27
Ron O'Hare TRUSTEE	Wings Appeal Officer	2024-27
John Radnedge TRUSTEE	Welfare Officer	2024-27

9. 2025 Look Forward Chairman, Paul Newton

The Chair emphasized the need for more volunteers to help with Wings Appeal fundraising. He encouraged members to hold events such as "Brew for the Few" or other fundraising activities and to contact the committee for support and ideas.

The Chair reiterated the importance of finding a serving community representative to ensure the voices of serving members are heard. He invited interested members to contact him for more information about the role and to attend a branch meeting to get a feel for it.

The Chair mentioned plans for future events, including attendance at St. Clement Danes and Westminster Abbey, as well as the Act of Remembrance at the Cenotaph in London. He also expressed hope for organizing at least one additional get-together as a well-being and socialization event.

The Chair highlighted the branch's primary purpose of providing comradeship and welfare support to the RAF community. He noted the increasing issues of loneliness and financial difficulties among both working-age and retired veterans and encouraged members to refer anyone in need of support to the branch or RAFA HQ.

-  **Robbie Cormie, ATC Liaison Officer**, provided an update on the activities and partnerships with air cadet units, including fundraising efforts and planned visits.

10. Any Other Business

-  As there were no further questions or comments, the Chair thanked those present for attending, and for the support of all branch members for enabling the welfare and wellbeing work of RAFA to continue through their membership. AVM McLoughlin added that it had been a pleasure to attend the meeting and thanked the officers of the branch and the committee volunteers for the work that they do.



The meeting closed at 1544 hrs.

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