

Royal  
British  
Legion  
District of  
Germany

2011



Annual  
Report

Royal British Legion District of Germany

Annual Report 2011

**DISTRICT OFFICERS**

President	Lieutenant Colonel (Retired) David Wilkinson
Chairman	Steve Reid
Vice-Chairman	Joan Hatton

**CONFERENCE COMMITTEE**

Chairman	Kim Fitzpatrick
Secretary	Patricia Roberts Inge Richards Udo Jansen Lorraine Dawson Petra Hanley

**FINANCE AND GENERAL PURPOSE COMMITTEE**

Chairman	Udo Jansen Kim Fitzpatrick Michael Zambra
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**Awards Committee**

David Wilkinson	Eddie Hefferman MBE
Steve Reid	Steve Owen OBE
Joan Hatton	
Michael Zambra	

**DISTRICT SPECIALIST APPOINTMENTS**

Honorary Secretary	Robert Millar GCGI
Honorary Treasurer	Ken Adams
Poppy Appeal Coordinator	Eddie Hefferman MBE
Deputy Secretary	Mike Dawson
Deputy Treasurer	John Baylor
Poppy Support Coordinator	Mary Jansen
Public Relations Officer	Simon Hogben
Training Officer	Terry Salmon
Pensions officers	Bill Davies Mike Whitaker

**DISTRICT WELFARE ADVISORY COMMITTEE**

Chairman	Mary Jansen Inge Richards Christa Price Helen Hefferman Udo Jansen  Michael Zambra Alex Mezals
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**LEGION IN THE COMMUNITY COMMITTEE**

Douglas Lindsay  
Kim Fitzpatrick  
Udo Jansen

Aim to be the number one provider of welfare, comradeship, representation and remembrance for the Armed Forces community.

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## MOTIONS DEVELOPMENTS

### CEREMONIAL

**Remembrance.** Various Remembrance Services were held in Garrison towns throughout British Forces (Germany) and at War Cemeteries. Branches were also represented at the German remembrance services.

**Liberation of Holland.** Members and standards from within the District were present at the Liberation of Holland parades in Neudortrecht and Wageningen.

**Battle of Minden.** Minden Branch and District was represented at the Battle of Minden 252<sup>nd</sup> Anniversary.

**Standard Bearers' Competition.** The District Standard Bearer's Competition was held in Herford on 15 January 2011 and was won by Keith Smith of the Paderborn Branch. Keith was formerly charged with the Standard at the District Annual Meeting of Conference on the Same Day. Helen Hefferman was formerly charged with the Women's Section Standard. Keith is now deployed on operations. Robert Thompson was appointed as the District Standard Bearer in December 2011

### Veterans Day.

Rheindahlen Garrison hosted the 4<sup>th</sup> Veteran's Day within the British Forces (Germany) Community.

### POPPY APPEAL AND FUND-RAISING

**Poppy Sales.** Poppy People were prominent at many NAAFI locations within Germany during Remembrance Tide. This is important not only as fund-raising but also as an opportunity to interact with the Public and publicise the Legion's aims.

**Rheindahlen Fun Run.** Members of 1 Military Intelligence Battalion presented a cheque for €178 towards the Poppy Appeal which was raised from a fun-run that they organised.

**Sauerland BBQ:** The Sauerland Branch raised €460 for the Poppy Appeal at their Annual BBQ.

**Rhein Garrison.** Rhein Garrison Community Charity Fund donated €2000 to the Poppy Appeal.

**John Cull 6 a Side Football Tournament.** The Bielefeld Branch hosted the John Cull 6 a Side Football Tournament raising €1339 for the Poppy Appeal.

**Easter Extravaganza Gutersloh.** Gutersloh Branch raised over €600 by holding a families day on Easter Sunday.

**Poppy Ball.** The Gutersloh Branch held a Poppy Ball in the Garrison Warrant Officers' & Sergeants' Mess and raised €1700 for the Poppy Appeal.

**Christmas Party Gutersloh.** €250 was raised at the Gutersloh Christmas party.

**Fish and Chip Night Dortmund.** The Dortmund Branch raised over €370 at their Fish and Chip Night in July.

**Gutersloh Half Marathon.** Soldiers form 99 Postal and Courier Squadron, 24 Regiment, Royal Logistic Corps raised €500 for the RBL in the Gutersloh Half Marathon.

**Events.** Various other fund-raising events have taken place throughout Germany including car-boot sales in Paderborn raising over €2500

The Branches within the District have so far raised over €112,977.32. A donation of 40 was received from the British Consulate General Dusseldorf. Making a total of €113,017.32. Including the residual that was left in the account at the beginning of the year, the Poppy Appeal for Germany stands at €114.127,22

## **PUBLIC RELATIONS**

**90<sup>th</sup> Anniversary.** The Paderborn Branch celebrated its 25<sup>th</sup> Anniversary. The Women's Section celebrated its 10<sup>th</sup> Anniversary. Herford Branch held their Annual Garden Party. Minden Branch took the Royal British Legion into the town.

## **RECRUITING**

**Retention of Membership.** A total of 224 members joined the District from 1 October 2010 – 30 September 2011 in comparison to 75 in the previous year and 319 members left in 2010 – 2011 in comparison to 14 members from the previous financial year. The variation is minus 95 for 2010 – 2011 in comparison to plus 61 the previous year. There is a noticeable improvement on recruiting, but retention has slipped. In the year 2009 – 2010, only 2 branches had decreased their membership due to bereavement. Unfortunately this past year 7 branches have decreased their membership and some of them significantly. Membership secretaries are reminded that they are to investigate when a membership lapses. A recruiting and retention guidance document was published and distributed at the end of last year. Copies are available from the District Secretary.

## **NATIONAL AWARDS**

A Gold badge was presented to, Jim Robertson, Berlin Branch. The Gold Badge is awarded for conspicuous meritorious service.

The District was awarded the Knox Trophy. The Trophy is awarded to a small District with the largest increase in membership in a given year.

## **DISTRICT AWARDS**

District Awards were presented to Ron Pearson and Maureen Bley, Rheindahlen Branch; Udo and Mary Jansen, Fallingbostel-Heide Branch; David Campbell, Bergen-Hohne Branch; Mike Tanser, Herford Branch; and Robert Millar, Paderborn Branch.

## **TRAINING**

Training has proved to be productive again under the guidance of Terry Salmon. Training this year included Branch Management courses in Gutersloh and Berlin with an overall attendance of 12 students. A welfare case-workers course and case-workers update seminar took place which outlined the induction process for new case-workers. John Hegarty completed a parade marshal's course. Keith Dodds delivered an excellent introduction to web-design training seminar.

## **ADMINISTRATION**

With the exception of the District Secretary and Treasure the tenure for specialist appointments was increased to 3 years.

The District's charitable status was renewed. Many thanks to Ken Adams the District Treasurer for his work.

## **POPPY SUPPORT**

**Welfare Coordinator.** Mary Jansen was appointed as the District Welfare Coordinator and Michael Zambra as the Deputy Welfare Coordinator.

Six new case-workers were qualified on a basic case-workers' course. Held in November 2011. There will always be a need to recruit case-workers to replace those that are retiring. Case-work is the main reason for the Legions existence.

**Welfare Centre Fallingbostel.** A Grant of €12,500 was made to the Fallingbostel Station Welfare Centre which was approved by the Board of Trustees. Many thanks to the Fallingbostel-Heide Branch for their

help, and to Keith Orton, Bergen-Hohne Branch for his skills<sup>1</sup>

The total amount spent on welfare from 1 October 2010 to 30 September 2011 was €113,160.83. Based on the total of Branch Accounts 152 cases were dealt with during the financial year.. This figure does not include the cases where advice and help was given without financial assistance.

## **CONCLUSION**

There is a big improvement in the Poppy Appeal this year. Many of the smaller branches outside of the Garrison towns are doing exceptionally well. Retention has reared its head again. A retention problem was expected as the draw down starts. We must ensure that we use proven systems to retain members. Recruiting is not the main problem retention is. Our figures have dropped dramatically since winning the Knox Trophy.

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<sup>1</sup> Source, 6th Sense dated 10 February 2011

## MEMBERSHIP STATISTICS GERMANY

CODE	County	Membership		IN	OUT	END	VAR	%
		START						
<b>CN073</b>	<b>District Germany</b>							
BR3413	Berlin RBL	95	18	16	97	2	2.11	
BR3437	Muenster RBL	108	3	13	98	-10	-9.26	
BR3438	Osnabruck RBL	292	34	48	278	-14	-4.79	
BR3440	Paderborn RBL	136	16	8	144	8	5.88	
BR3460	Hameln RBL	118	3	12	109	-9	-7.63	
BR3461	Rheindahlen RBL	297	25	36	286	-11	-3.7	
BR3463	Herford RBL	280	29	41	268	-12	-4.29	
BR3466	Minden RBL	71	9	2	78	7	9.86	
								-
BR3467	Bergen-Hohne RBL	134	8	40	102	-32	23.88	
BR3468	Bielefeld RBL	249	24	38	235	-14	-5.62	
BR3469	Lippe RBL	24	2	1	25	1	4.17	
BR3480	Dortmund RBL	24	3	1	26	2	8.33	
	Gutersloh RBL							
BR3483	Branch	113	26	19	120	7	6.19	
BR3490	Sauerland RBL	49	6	2	53	4	8.16	
	Fallingbostel-Heide							
BR3493	RBL	244	18	42	220	-24	-9.84	
		<b>2234</b>	<b>224</b>	<b>319</b>	<b>2139</b>	<b>-95</b>	<b>-4.25</b>	
<b>District Totals</b>								
Total								
Start	In		Out	End	Var		%	
								-
2234	224		319	2139	-95		4.252	

## POPPY APPEAL FIGURES

Branch	BR Number	XAJ	Amount to Poppy Appeal	Date paid to District Account
Bergen-Hohne	3467	Received	€ 8,437.99	7-Dec-11
Berlin	3413	Not received	€ 1,655.30	28-Dec-11
Bielefeld	3468	Received	€ 7,447.00	8-Dec-11
Dortmund	3480	Received	€ 1,232.55	1-Dec-11
Fallingbostal-Heide	3493	Received	€ 13,524.29	15-Dec-11
Gutersloh	3483	Received	€ 19,111.99	13-Dec-11
Hameln	3460	Received	€ 3,424.40	29-Nov-11
Herford	3463	Received	€ 9,947.85	8-Dec-11
Lippe	3469	Received	€ 1,305.15	8-Dec-11
Minden	3466	Received	€ 1,864.97	1-Dec-11
Munster	3437	Received	€ 3,100.00	2-Dec-11
Osnabruck	3438	Received	€ 1,765.99	15-Dec-11
Paderborn	3440	Received	€ 26,458.14	1-Dec-11
Rheindahlen	3461	Received	€ 11,930.80	9-Dec-11
Sauerland	3490	Received	€ 1,189.68	29-Dec-11
Women's Section			€ 581.22	14-Dec-11
Donation			40	

**€113,017.32**

# ACCOUNTS

## THE ROYAL BRITISH LEGION...GERMANY...County Balance Sheet as at 30 September 2011

2010		2011	
€		€	€
	<b>Fixed Assets</b>		
	<i>Freehold or Leasehold Properties</i>		
	Balance at 1 October 2010/ Minus Standard	0,00 €	
	110 <b>Additions</b> during the year	_____	
	115 <b>Less</b> Depreciation	_____	
0,00	Balance at 30 September 2010		0,00 €
	<i>Fixture and Fittings</i>		
	Balance at 1 October 2010/ Minus Standard	6.251,93 €	
6.298,26	150 <b>Additions</b> during the year /	1.845,22 €	
2.328,31	155 <b>Less</b> Depreciation	-2.290,00 €	
-2.374,64	<b>Balance at 30 September 2011</b>		<b>5.807,15 €</b>
<b>6.251,93</b>	Standards		680,00 €
680,00			
	<b>Investments</b>		
	160 Investments - COIF Units		
	Other Investments.....		
0,00			0,00 €
	<b>Net Current Assets</b>		
0,00	220 Debtors		
	210 Stock of Ties, Wreaths, Badges etc.		
	290 Deposit Account C D F		
	Deposit Account:		
1.381,58	<b>Earmarked Fund (Page 4) Recruit</b>	1081,58	
569,07	<b>Earmarked Fund (Page 4) Training</b>	569,07	
2.189,94	<b>Current Conference</b>	2538,15	
212,63	261 <b>Current Account - General</b>	6695,2	
<b>4.353,22</b>	<b>Total Funds held in Gen Fund account number</b>	<b>84005263</b>	<b>10.884,00 €</b>
2.666,95	<b>Funds Poppy Appeal (Page 4) account number</b>	<b>84005271</b>	<b>1.109,90 €</b>
0,00	250 <b>Petty Cash</b>		0,00 €
0,00	230 <b>Less Creditors</b>		0,00 €
<b>7.020,17</b>	<b>Net Current Assets</b>		<b>11.993,90 €</b>
<b>13.952,10</b>	<b>Total Assets</b>		<b>18.481,05 €</b>
	<b>Benevolent /Welfare Fund (Page 4 ) account No</b>	<b>84005289</b>	25.121,19 €
	<b>Benevolent /Welfare Fund Saving account No</b>	<b>38419653</b>	35.000,00 €
62.306,11	<b>Total Benevolent Funds</b>		<b>60.121,19 €</b>
<b>76.258,21</b>	<b>Total Funds</b>		<b>78.602,24 €</b>

We confirm that the financial statements on pages 1 to 4 include all funds and financial transactions of the District and were approved by the committee on.....

County Chairman \_\_\_\_\_ County Treasurer \_\_\_\_\_  
S Reid KG Adams



**THE ROYAL BRITISH LEGION...GERMANY...County**  
**Income for the year ended 30 September 2011**

2010 (Previous Year) €	<b>INCOME</b>	2011 (Current Year) €	€
0,00	502 Contributions from Branches		
12.825,50	505 Administration Grant from HQ for Gen Fund	15.736,60	
4,00	Gen Fund Brought Forward from Previous Year	212,63	
141,00	510 Donations	50,00	
	515 Legacies		
	538 County Handbook Income		
	540 Deposit Interest		
	545 Investment Income		
	561 Festival of Remembrance		
	571 Pooled Fares		
669,00	Repayment from UK Computer Equipment	0,00	
0,00	Other Income	0,00	
669,00	Other income Welfare Training (wrong account)	0,00	
0,00	Currency Adj	0,00	
34,19	Bank Interest	51,32	
		0,00	
2.061,00	Training Grant from UK	2.124,82	
357,49	Training Fund Brought forward from previous year	563,22	
913,19	Recruitment B/Fw previous year	1.381,58	
594,00	Recruitment Grant	0,00	
0,00	Misc Secretary Float	0,00	
9.143,26	District Conference and National Conference	4.810,00	
957,83	Conference Brought Fwd previous year	2.189,94	
	Profit(Loss) on Sale of Assets		
	Profit(Loss) on Sale of Investments		
<b>28.369,46</b>	<b>Sub Total</b>		<b>27.120,11</b>
	<b>Fundraising</b>		
	530 Entertainment Events Income		
	535 Sale of Badges/Wreathes/etc		
	525 Fundraising Events Income		
	<b>Sub Total</b>		0,00
28.369,46	<b>TOTAL INCOME</b>		27.120,11
23.353,09	<b>Less</b> Expenditure per page 3		16.236,11
<u>5.016,37</u>	<b>Surplus (Deficit) for year</b>		<u>10.884,00</u>
11.084,62	Accumulated Fund brought forward		16.100,99
<u>16.100,99</u>	<b>Accumulated Fund carried forward</b>		<u>26.984,99</u>

**Report of the Independent Examiner**

**(Note: An Auditor must submit an Audit Report in the format prescribed by their professional standards. This report will be attached to the Accounts)**

I have examined the financial statements on pages 1 to 4 for the year to 30 September 2011  
 In my/our opinion, the said financial statements fairly state the transactions of the District for the year ended 30 September 2011, and its assets and liabilities at that date.

Except where stated below (if none then state none), no matter has come to my attention which gives reasonable cause to believe that proper accounting records have not been kept or that these District Accounts are not prepared in accordance with the books and supporting vouchers or that the District does not have proper title to the assets and stated bank balances.

I have checked bank statements, bank reconciliation(s) and attached copies of bank statements are correct. Please tick box.

Signature.....

Qualification.....

Address.....

Date.....

\*delete as applicable

**THE ROYAL BRITISH LEGION...GERMANY...County**  
**Expenditure for the year ended 30 September 2011**

<b>2010</b> (Previous Year) €	<b>EXPENDITURE</b>	<b>2011</b> (Current Year) €	€
	<b>Charitable Activities</b>		
	550 Benevolent Grants see Page 4		
<u>1335,67</u>	561 Remembrance / Ceremonial	<u>1.264,62</u>	
<u>0,00</u>	562 Standard Bearers Expenses	<u>304,46</u>	
	563 Sporting Events		
	Others.....		
<u>0,00</u>		<u>0,00</u>	
<b><u>1335,67</u></b>	Sub Total		<u>1.569,08</u>
<u>1855,27</u>	<b>Charitable Support Activities</b>		
	567 Seminars & Training see page 4	<u>2.118,97</u>	
<u>125,61</u>	568 Recruiting Costs see page 4	<u>300,00</u>	
	Others.....		
<b><u>1980,88</u></b>	Sub Total		<u>2.418,97</u>
	<b>Fundraising &amp; Publicity</b>		
	530 Entertainment Event Costs		
	565 Cost of Badges / Wreaths etc for Resale		
	526 Fundraising Event Costs		
	Competition	<u>0,00</u>	
	Others.....		
<u>220,00</u>	569 Publicity	<u>0,00</u>	
<u>0,00</u>	Sub Total		<u>0,00</u>
	<b>Management &amp; Administration Costs</b>		
<u>7557,58</u>	571 Travel and Meetings Hotels and meals	<u>5.229,10</u>	
<u>7911,15</u>	571 District and National Conference Expenses	<u>4.461,79</u>	
<u>297,50</u>	572 Audit and Accountancy	<u>75,60</u>	
<u>73,27</u>	573 Premises - Rent/Rates/Utilities/Insurance	<u>146,55</u>	
<u>739,88</u>	574 Printing & Stationery	<u>1.054,77</u>	
<u>764,07</u>	575 Postage & Telephone	<u>719,75</u>	
<u>1668,92</u>	595 Equipment/Maintenance/ Purchases/Lease	<u>244,59</u>	
<u>679,79</u>	579 General Administrative Expenses	<u>315,91</u>	
<u>0,00</u>	594 Depreciation Charges	<u>0,00</u>	
<u>124,38</u>	Other Expenditure..... Update Software.	<u>0,00</u>	
	Bank Charges	<u>0,00</u>	
<u>0,00</u>		<u>0,00</u>	
<u>0</u>		<u>0,00</u>	
<u>0</u>		<u>0,00</u>	
<b><u>19816,54</u></b>	Sub Total		<u>12.248,06</u>
 <b><u>23133,09</u></b>	<b>TOTAL EXPENDITURE</b>		<b><u>16.236,11</u></b>

**THE ROYAL BRITISH LEGION...GERMANY...County**  
Expenditure for the year ended 30 September 2011

<b>2010</b>		<b>2011</b>
€		€
<b><u>BENEVOLENT / WELFARE FUND</u></b>		
(Previous Year) 71.727,14 €	Opening Balance as at 1st October 2010	62.306,11 €
Receipt details		
98.300,62 €	From Poppy Fund	94.187,28 €
473,50 €	Misc income and Bank Interest	324,22 €
690,71 €	Returned Training Grants from UK	0,00 €
	Payments from Saving Account	
	Credit Card Receipts	1.007,00 €
0,00 €	Returned Co-ordinaters Float	100,00 €
1.180,20 €	Other Income <b>Caseworkers course refund from UK</b>	3.167,20 €
<b>172.372,17 €</b>		<b>161.091,81 €</b>
Payment Details		
41.368,12 €	Welfare Grants	37.691,94 €
1.396,31 €	Admin Costs	1.999,23 €
1.649,63 €	Welfare Costs	3.559,97 €
19.331,15 €	Misc Expenditure	14.914,46 €
	<b>Payments to Saving Account 384196853</b>	35.000,00 €
	Credit card Costs	994,00 €
0,00 €	Co-ordinaters Float	
46.320,85 €	Grants Returned to UK	41.811,02 €
<b>110.066,06 €</b>		<b>135.970,62 €</b>
<b>62.306,11 €</b>	<b>Closing Balance as at 30th September 2011 (to page 1)</b>	<b>25.121,19 €</b>
<b><u>POPPY APPEAL FUND</u></b>		
Reason for restriction		
Belongs to UK Poppy Fund		
1.954,06 €	Opening Balance as at 1st October 2010	2.666,95 €
823,40 €	Receipt Details	
	Donations	52,80 €
133,92 €	Bank Interest	92,64 €
98.279,10 €	From Branches	92.484,79 €
<b>101.190,48 €</b>	<b>Total Income</b>	<b>95.297,18 €</b>
Payment Details		
222,91 €	Admin / Bank Charges and other costs	0,00 €
98.300,62 €	Tran to Benevolent Fund	94.187,28 €
	Tran to Poppy Appeal UK	0,00 €
<b>98.523,53 €</b>	<b>Total Expenditure</b>	<b>94.187,28 €</b>
<b>2.666,95 €</b>	<b>Closing Balance as at 30th September 2011 (to page 1)</b>	<b>1.109,90 €</b>
<b><u>EARMARKED FUNDS Monies held in Gen Fund Account</u></b>		
<b>Training Fund</b>		
357,49	Training from previous year	563,22
	Currency Adjust	
0,00	Refund recruiting Trg	0,00
2061,00	Income present Year	2.124,82
1855,27	Expenditure	2.118,97
<b>563,22</b>	<b>Balance held in Gen account</b>	<b>569,07 €</b>
<b>DRO Fund</b>		
913,19	DRO Monies from previous year	1.381,58
	Currency Adjust	
594,00	Income present year	0,00
125,61	Expenditure	300,00
<b>1381,58</b>	<b>Balance held in Gen account</b>	<b>1.081,58 €</b>

## TRAINING SUMMERY

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Mick Price	Sauerland	Web-design introduction
Ian Disney	Sauerland	Web-design introduction
Douglas Green	Minden	Web-design introduction
John Baylor	Minden	Web-design introduction
Ken Adams	Minden	Web-design introduction
Bob Francis	Rheindahlen	Web-design introduction
Mike Dawson	Dortmund	Web-design introduction
Mike Whitaker	Dortmund	Web-design introduction
Neal Thompson	Rheindahlen	Web-design introduction
Steve Reid	District	Web-design introduction
Robert Millar	Paderborn	Web-design introduction
Helen Hefferman	Herford	Web-design introduction
Jon Doswell	Gutersloh	Web-design introduction
Frank Knox	Berlin	Branch Management
Tom Smith	Berlin	Branch Management
Martin Thompson	Berlin	Branch Management
Chris Tattersall	Berlin	Branch Management
Robert Neale	Gutersloh	Branch Management
Kerstin Neale	Gutersloh	Branch Management
Ken Adams	Minden	Branch Management
Dita Adams	Minden	Branch Management
Dale McMahon	Gutersloh	Branch Management
Dave Churchward	Gutersloh	Branch Management
Christa Price	Sauerland	Branch Management
Joan Hatton	Sauerland	Branch Management
John Davies	Sauerland	Branch Management
Volker Lehmann	Gutersloh	Branch Management
Claire Billin	Osnabruck	Branch Management
Jake Porter MBE	Lippe	Branch Management
Jake Porter MBE	Lippe	Basic Case-workers
Mike Green	Herford	Basic Case-workers
John McColl	Osnabruck	Basic Case-workers
Christy Ferguson	Paderborn	Basic Case-workers
Alan Stanton	Lippe	Basic Case-workers
Rob Gordon	Hameln	Basic Case-workers

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