

**Patrons:** Admiral Sir Mark Stanhope GCB OBE ADC,  
Vice Admiral Andrew Burns OBE  
Cdre Jamie Miller, CBE  
Lt.Cdr Stephen Carbery, CEng, RN (Retd)  
David Fitzgerald, BBC Presenter and writer  
Heather Ogburn, MBE



**Foundation Charitable Incorporated Organisation Reg.No. 1177870**

**MEETING OF TRUSTEES HELD AT**  
**UNIT 8, WESTOVER INDUSTRIAL ESTATE, IVYBRIDGE, PL21 9ES**  
**THURSDAY 26<sup>TH</sup> JANUARY 2023 AT 1800**

**Present:**

David Worrall	Operations Manager and Trustee
Robert Hunter	H&S Risk Assessment and Trustee
Margaret Worrall	Acting Secretary
Jed Stone	Trustee
Wing Cdr Francis Reis	Trustee
Samantha Morcumb	Schools Liaison Officer and Trustee
Brian O'Hara	Sec/Treasurer and Trustee (via phone)

**ITEM 1 APOLOGIES**

1.1 None

**ITEM 2 MINUTES**

2.1 Accepted - Proposed RH, seconded BO'H.

**ITEM 3 RESIGNATION OF MAJOR ALEX HOWARD**

3.1 SM gave a brief outline regarding the resignation of AH to the group. AH has stepped down as a Trustee of Future Fit and is going to set up his own Junior Field Gun Company in Portsmouth. AH has requested purchase price for individual field gun units produced by Future Fit in Ivybridge. He has also asked for a three-year Warranty on each unit provided. AH has also asked for the drawings of the design of FF field guns.

3.2 RH and SM have reviewed the manufacturing costs which could be forwarded to AH. These will include a 10% discount. The price would include delivery charges. The price quoted for the units is higher than the charge to schools who approach FF as the FF Charity funds quite a large percentage of the costs which include overheads, i.e., workshop rental, electricity, water rates, etc. If supplying to an individual who is setting up their own Junior Field Gun Company, then the price has to reflect the true cost of manufacture.

3.3 A letter will be sent to AH once the draft has been agreed by the Board.

3.4 The drawings for the field guns remain with FF and are not for use by other Companies.

3.5 AH has a junior field gun unit in Portsmouth which was loaned to him by FF approximately 2 years ago. FF will require that this unit be returned to FF in Ivybridge or AH can purchase it at the price quoted.

#### **ITEM 4      WORKSHOP/HQ UPDATE**

- 4.1            Graham Smith has now left the workshop and no longer works with FF. FF thanks him for all his hard work in helping to set up the Workshop. He will be missed.
- 4.2            RH has taken on the role of Workshop Manager in addition to his H&S role.
- 4.3            FF now has Rob Pearn working 2/3 days per week and this work is funded through FF. RP is a retired teacher who specialises in carpentry and his input has been significant. The Workshop is now a busy hub with professional standards.
- 4.4            There are 10 units in stock. Three new schools are requesting field gun units and one school has been offered a free unit due to their financial situation.
- 4.5            There is still a need for more volunteers in the Workshop as the workload is increasing as the sport grows. Suggestions for a solution to this include students from local schools looking for work experience, students from colleges and Forces Veterans. The fact that we have a qualified teacher now working in the Workshop will endorse our ability to hold sessions for students work experience.
- 4.6            RH is now carrying out a risk assessment for equipment in the unit, Pat testing to be carried out with Nigel (electrician). All information to be entered onto the computer. RH will carry out a risk assessment on the Workshop to ensure safety for students coming for work experience and for Ambassadors holding their meetings in the Workshop Boardroom. The location of the local fire assembly point needs to be included.
- 4.7            All FF staff to have new DBS certificates – **BO'H action.**
- 4.8            There is an 'old' unit in the Workshop and that needs to be insured separately in case of fire or damage. - **BO'H action.**
- 4.9            RH to update 'safeguarding for children'. All /Trustees must have safeguarding training which is relevant to FF. FR to investigate if he can download appropriate information on this. RH to send out information to Trustees in order to ratify the policy. This should be updated each year, i.e., September – **RH action.**

#### **ITEM 5      AOB**

- 5.5            Summary of 'Ladies Night' held at Borringdon Gold Club. Very successful evening enjoyed by all who attended. Special thanks to SM for initiatives on raising funds. Over £2k was raised. However, we need to develop a better method of monitoring the sales of tickets at the next 'Ladies Night'. BO'H to send a letter of thanks to David Pond for his talk. It was also noted that BO'H gave £1000 to the evening, thank you Brian.
- 5.6            The venue was very good, the staff, food and ambience were excellent, and FF will probably use this same venue for the next event. The event to be held bi-annually.
- 5.7            Legacy – FF need to commemorate Charles Critchon. He was Chairman of FF for nine years and sadly died just before Christmas. He will be sorely missed by everyone for his steady hand, sound advice and support for FF. The Board will name the Board Room, the **Critchon Room.**
- 5.8            DW said that there was a free field gun being presented to a local school on behalf of CC and will have his name on the unit.
- 5.9            RH is taking part in fund raising cycling and marathon running in order to raise funds for FF. Everyone will contribute and RH is hoping to raise £500.
- 5.10          One of the Ambassadors, Luke, is disabled and uses a wheelchair. FF needs to ensure that every safety aspect is covered for his visit – a special risk assessment to be carried out prior to his visit.  
**Action SM/JS**

5.11 Ambassadors meeting in the Workshop Boardroom being held on 8<sup>th</sup> February 2023. A roped off walkthrough will be installed prior to the meeting.

**ITEM 6 DATE AND TIME OF NEXT MEETING**

6.1 Wednesday 29<sup>th</sup> March 2023, 1830 @ Workshop, Ivybridge.

Note: No financial report was presented during the Meeting, although the bank balance was given. A Cash Flow Statement is attached.

