

CHAPTER 2

NATIONAL EVENTS/MATTERS

ANNUAL GENERAL MEETING

1. **General.** The Annual General Meeting will normally take place in Wellington Barracks, London, on a Saturday in March/April as decided by the Executive Committee at their meeting in the previous October. Branch Secretaries will be notified of the date as soon as it is confirmed.

2. **Branch Secretaries Meeting.** Branch Secretaries, or their representative, will be required to attend a meeting on the same day to discuss the various events and other relevant details for the forthcoming year. It is vitally important that Branch Secretaries or their representative attend. The meeting will normally assemble from 0900 hours for the meeting at 1000 hours and will last for about 90 minutes. Refreshments will be provided before the meeting, followed by lunch after the AGM. Branch Secretaries or their representatives may claim their travel (and overnight accommodation costs when agreed by the General Secretary) expenses for attendance. Receipts for travel and accommodation are required and payment will be made, usually by bank transfer, during the week following the meeting.

3. Area Representatives and members of the Finance Committee are also invited to attend the Branch Secretaries meeting. **On no account will other members be allowed to attend without the prior approval of the General Secretary.** Branch Secretaries are also to make every effort to attend the AGM later in the day and to submit at least ten days before hand, detail of any item they consider should be included in the agenda.

FINANCE SUB - COMMITTEE MEETING

4. The Finance Committee meets at Wellington Barracks in March/April and October each year on the same day as the Executive Committee. A calling notice, agenda and other relevant information will be circulated to members by the General Secretary. Branch Secretaries are to bring to the attention of the General Secretary any business they wish to be put before this committee.

EXECUTIVE COMMITTEE MEETING

5. The Executive Committee meets at Wellington Barracks on the same days each year as the Finance Committee and invariably after it. A calling notice, agenda and other relevant information will be circulated to members by the General Secretary. Branches should raise matters they wish to be considered by this committee through their Area Representatives.

REGIMENTAL REMEMBRANCE DAY

6. **General.** The Annual Regimental Service of Remembrance will take place in the Guards' Chapel, Wellington Barracks, London on a Sunday in May as notified by the General Secretary, commencing at 1500 hours. Tickets are not required for the service
7. After the service the parade will form-up on the main square of Wellington Barracks prior to marching to Horse Guards and the laying of the wreath on the Guards Memorial. Parade instructions will be issued by the Regimental Adjutant. Those in wheelchairs may join the end of the parade.
8. **Wreath Bearers.** Two Branch members of the Association will act as Wreath Bearers for the march to Horse Guards and return to Barracks. Those selected are to report to the General Secretary on the day at 1300 hours at the front entrance to the Guards Chapel for briefing.
9. **Parade.** Instructions for the parade will be issued by the Regimental Adjutant and details will be passed on to Branches by the General Secretary.
10. **Salute.** The salute at Horse Guards will normally be taken by The Colonel or the Lieutenant Colonel.
11. **Parking.** There will be limited car parking in Wellington Barracks for VIP's and disabled badge holders. The details of how to obtain passes to park in Barracks and the general parking plan will be contained in the instructions issued by the Regimental Adjutant.
12. **Refreshments.** A refreshment tent will normally be situated towards the eastern end of the parade square serving tea/coffee and cakes; monies raised will be donated to the regimental charity. The arrangements for the opening of the Garrison Sergeants' Mess will be contained in the parade instruction.
13. **Association Shop.** The Association shop stall will be situated outside the main entrance to the Headquarters block in Wellington Barracks and open in the afternoon for the sale of shop goods.
14. **Security.** Association members should be in possession of their life membership cards and are to enter Wellington Barracks through the West Picquet Gate in Birdcage Walk after Guard Mounting is completed after 1230 hours. Members are not to enter Barracks by the Petty France Guardroom gate on Petty France.

BEATING RETREAT BY THE MASSED BANDS OF THE HOUSEHOLD DIVISION

15. This is normally held on two evenings in June (usually the Wednesday and Thursday between the Colonel's Review and The Birthday Parade) on Horse Guards Parade. Tickets are available from Ticketmaster by visiting their website. Updated information is normally issued in the calling notice for the Association AGM issued to Branch Secretaries by the General Secretary.

THE QUEEN'S BIRTHDAY PARADE - TICKETS

16. The dates for The Queen's Birthday Parade, the Colonel's Review and The Major General's Review will be posted on the website and also included in the AGM calling notice. All UK Branches will automatically receive two tickets for the Queen's Birthday Parade on repayment but only if they bid for them at the AGM. These may be allocated to members at the discretion of the Branch. Other Association members may bid in writing to the Regimental Adjutant at Regimental Headquarters for tickets from the Regimental allocation.

17. Branch bids for tickets for the Major General's and Colonel's Reviews must be made by Branch Secretaries at the AGM. Additionally, all members may apply individually direct to The Brigade Major, HQ Household Division, Horse Guards, Whitehall, London, SW1A 2AX **between 1st January and the last day in February** in order to be entered into the ballot for tickets for all three parades.

GRENADEER DAY

18. **General.** This is normally held on a Sunday in July, the date and location will be posted on the website and confirmed in the calling notice for the AGM or as soon as it is known.

19. **Boyton Cup Shoot.** Teams of four from Branches of the Association may enter this competition which is held annually at Grenadier Day. Ladies can be part of a Branch team or form their own team. Branches wishing to enter the competition are to notify the general secretary at the AGM. The winning team will be presented (but not retain) the Boyton Cup and each member of the winning and runners-up teams will receive an engraved Regimental tankard.

20. **Branch Stalls.** Branches may apply at the AGM to have a stall at Grenadier Day, the purpose of which is to enable the Branch to provide additional income for Branch funds. However, it must be recognised that in doing so within a public area (subject to local rules); alcoholic beverages **must not** be sold or given as prizes. Exceptionally, permission may be given (as in the case of the Bristol Branch cider stall) for alcohol to be dispensed, but this **must have the prior approvable of the Regimental Adjutant each year.** Care must also be taken in the use of civilian commercial enterprises as part of the Branch stall. Items of militaria, which provide a 'service' to members, are perfectly acceptable. Requests for tables, chairs and size of stall area are to be made at the Secretaries Meeting on the proforma provided. Each Branch will be required to provide their own Branch sign and to leave their area clean and tidy. In future Branch stall areas will be marked out, but Branch

representatives may have to collect their allotted tables and chairs from a central location.

21. **Parking.** Car and coach parking will be available as advised and directed on the day. Disabled parking areas will be made available if possible as near to the arena as possible.

22. **Arena Area.** All vehicles are to be parked in the official parking areas. Those Branches with stalls may deliver and collect their goods by vehicle, but then must make use of the allocated car parks.

ROYAL GARDEN PARTIES

23. Her Majesty the Queen holds a number of Garden Parties at Buckingham Place each year. As a Regimental Association we receive four tickets. It is established custom that these are allocated to Branch Secretaries who have completed five or more years in the appointment and who have not attended a Garden Party under this scheme before. Bids will be invited by the General Secretary as soon as the details are published to him.

FESTIVAL OF REMEMBRANCE

24. This is traditionally held on the Saturday in November at the Royal Albert Hall preceding the annual Cenotaph Parade in Whitehall. It is sponsored by the Royal British Legion and therefore tickets can only be obtained through local RBL organisations. Regimental Associations do not receive an allocation.

CENOTAPH PARADE

25. This is held on the Sunday nearest to the 11th November each year and organised by the Royal British Legion. As an Association we are permitted to bid for places in the march-past in Whitehall. Applications from those wishing to march are to be made to the General Secretary by 1st August. The Association NCO will provide full details and 'joining instructions'. Members are encouraged to take part in this parade.

THE ASSOCIATION NEWSLETTER

26. Association Headquarters issues one newsletter annually in September or October. Copies are sent to all Branches, members of the Executive Committee and those General Members whose addresses (email or postal) are known. Branches may submit such items that they wish to be included and these should reach the General Secretary by 31 August. Further useful information is sent out in January or February with the calling notice for the AGM.