

## CITY AND COUNTY OF SWANSEA

### MINUTES OF THE ARMED FORCES COMMUNITY COVENANT SIGNATORIES PANEL

HELD AT THE ARMY RESERVES CENTRE, SWANSEA,  
ON MONDAY, 14 APRIL 2014  
AT 11.00 AM

**PRESENT:** Councillor J E Burtonshaw (Chair) Presided

**Officers:**

S Martin - Voluntary Sector Relationship Coordinator  
D Price Deer - Assistant Promotions Manager  
S Collins - Democratic Services Officer

**Armed Forces Community Covenant Signatories/Representatives:**

Lt Cdr B Bagley - Lord Lieutenant representative  
Lt Col N Blenkinsop - Welsh Transport Regiment  
W Driscoll - Probation Service  
Cpt C Evans - Welsh Transport Regiment  
P Evans - The Royal British Legion  
P Flower - The Royal British Legion  
C Green - Swansea Council for Voluntary Services  
T Idris - Swansea Bay Regional Equality Council  
M Lane - Citizen Advice Bureau  
J Mason - Gower College  
R Owen - HMP Swansea  
D Singletary - SSAFA

**Also Present:**

D Bentley – Miller - Observer

25 **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from D Delamare, T Davies, T Erin, J Mason, P Neville and M Pitson.

26 **DISCLOSURES OF PERSONAL & PREJUDICIAL INTERESTS.**

In accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea, no declarations of interest were declared.

27 **MINUTES.**

**AGREED** that the Minutes of the meeting of the Armed Forces Community Covenant Signatories Meeting held on 12 February 2014 be approved as a correct record.

28 **ROYAL BRITISH LEGION - PRESENTATION.**

Members of the Royal British Legion, Swansea Branch, provided the forum with a detailed and informative update report of the British Legion.

Topics covered within the report included;

- The new ways the Legion reaches out to provide support;
- Progress to date – Wales
- Community Outreach locations across Wales
- New initiatives within the City of Swansea
- Challenges faced within the Legion
- Poppy Appeal figures for South West Wales.

Further details of the timetable for future events of the Poppy Appeal 2014 were circulated to the Panel. It was stated that the total raised to date in the City of Swansea was the highest total in 100 years.

A discussion took place in respect of support provided by different charities within the City and County of Swansea.

The Chair thanked the representatives of the British Legion for the informative report and requested that details be published to the Armed Forces Signatories Panel Website.

29 **UPDATE ON ARMED FORCES COMMUNITY FUNDING - VERBAL.**

S Martin, Voluntary Sector Relationship Coordinator provided an update on the Armed Forces Community Covenant Funding Applications. He informed the Panel of the details and status of applications received to date.

**AGREED** that:

- (1) the contents of the update be noted;
- (2) means to promote and encourage applications be sought..

30 **UPDATE ON FORTHCOMING EVENTS.**

Dave Price Deer, Special Events Manager, City and County of Swansea, provided the Panel a detailed overview of the planned commemorative

Armed Forces Day.

He stated that Castle Square had been reserved to hold Armed Forces Day on Saturday 28 June 2014 and that a liaison team including the Lord Mayor's Office, Communications and Special Events would be established to organise and deliver a public focused event at Castle Square.

It was added that as the National celebration day falls on a Saturday, it would present the perfect opportunity for a better public focus for Swansea to mark Armed Forces Day 2014.

The Chair provided the Panel with an update on details of the World War One Centenary Commemoration Poppy planting scheme. She stated that the distribution of free poppy seeds from the City & County of Swansea had been a tremendous success, with the entire stock having been passed to Communities and schools.

31 **DATES OF FUTURE MEETINGS.**

**AGREED** that the date of the next meeting of the Panel be held in the new Municipal year and the Panel be notified of all meeting dates for the year as soon as possible.

The meeting ended at 11.40am.

**CHAIR**