



South West Area Sea Cadet Corps – Marine Cadet Section
Alpha Company Conference



SATURDAY 8TH DECEMBER 2007
MINUTES 2007

Agenda No.	Agenda Item	Action(s) / Appendices
1	Present:	
2	Absentees/Apologies: CSgt Marcus Claridge-Bristol Filton CSgt Jane Coles-Weymouth CSgt Paddy O'Connor-Birmingham Vernon Sgt Andy Lawrence-Bristol Adventure Cpl Kate Browning-Gloucester Sgt Voirrey Wagstaff-Walsall Lt Cdr. Jason Kinghorn-Tewksbury Cpl Andy Griffin-Royal Military Police Marine Luke O'Shea-Royal Marines Marine Greg Welling-Royal Marines Marine Marc Best-Royal Marines LCpl Tom Nichol-Royal Marines LCpl Nick Desington-Royal Marines	
3	Security, H & S Brief CSM issued a safety brief, highlighting the fire exits and emergency procedures and also took the opportunity to thank the TA & Bristol Filton for the use of their establishment for the conference.	
4	Format of Conference Company 2IC – Major Benton opened the conference by welcoming all, especially those members of units with new detachments and thanking the Area Officer, CVQO Operations Managers Maj Harris, Capt Falshaw, Peter Stalibrass, Lt Cdr Hollywell for their attendance. The Company 2IC briefed the outline and the order of the meeting.	

5	<p><u>Minutes of the Last Conference/Matters Arising</u> Company 2IC went through the minutes of the last meeting which were issued to all that were in attendance and invited comments arising from them that were not covered under any of the other agenda items.</p> <p>1. CSgt Mike Webley asked if the subject of Pyrotechnics would be brought up!</p> <p>The Company Commander said it would be touched on but the basic answer is Pyrotechnics are not allowed to be used until the review of the ASCR T16 by the SRMO is complete, this would include qualifications required to handle and use Pyrotechnics.</p> <p>2. CSgt Pete McEllin asked if anything had been decided regarding a National Training Team?</p> <p>The Company Commander said the subject is still being discussed at National level with the SRMO and Company Commanders Forum..</p> <p>3. CSgt Mike Webley asked what was progress on The Alpha Company Website?</p> <p>The Company Commander said that there is micro-site within the area website that needs to be expanded but someone is needed to run it. The Website is however up and running.</p> <p>http://southwestarea.ms-sc.org/Area-Units/Alpha-Company-Marine-Cadets</p> <p>It maybe that we set ourselves up an independent website, the Company Commander will liaise with Danny Bateman and National as to the best way forward to meet our needs,</p> <p>Minutes were agreed to be correct</p>	
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6	<p><u>Area Officers Address – Cdr N Hinch RN</u></p> <p>Changes in the Royal Navy have resulted in the movement of the Sea Cadet Corp has moved so is now under FOSNI, this means the Regional Naval Commander – Commodore Miller RN is now sited at the same location as the AO which in turn in improving relations for our cadets and should ensure we get more opportunities, getting more cadets offshore and into Naval bases.</p> <p>He commended the Company Commander saying “things have definitely improved since he and his team took over and it is shown with the addition</p>	

of four new detachments”.

Congratulations were extended to Plymouth Drake on their win of the Gibraltar Cup; he believes the new format is a very good one and wished Bristol Filton luck with the competition in 2008.

Regarding RNUR's they are looking to include the MCD within the units marking and points showing a truer record of the units as a whole. As of 01/01/08 the system for awarding 'flags' will be changed and pennants will be issued to all units gaining over 60% and burgees to all those earning 70% or more, they will also be awarded and given at the same time as the reports for the RNUR's are issued from Head Office.

Promotions to Lt. Cdr and Major are also changing and people will be promoted on their merit rather than time served or other factors previously used the only exception to this is if people are entering posts that warrant the rank. There are two promotions being given on 01/01/08.

The Warrant Officer rank is being introduced the minimum age for which is 38 although special dispensations may be available. They are currently looking to have seven within our area although the AO would like to see one in each district once again it will be earned on merit.

VA and role related pay, as of 01/04/08 promotion courses will be paid in accordance to rank all others will be paid relating to the role being undertaken but it will be paid for everyday attended.

Most Naval bases are now working on a 'Pay As You Dine' basis, cadets whose families receive benefits are exempt from paying and this should be something noted on their paperwork when joining courses.

The way in which Annual Awards are given is changing with each area being allocated certain awards each year. The candidate nominations will therefore be looked at for the whole period since the award was last allocated to the area and not just in the year applicable.

We do not have enough nominees being submitted for Lord Lieutenant's awards, he would like to see more candidates from the South West area.

Westminster users –Will need to be on broadband, grants are available from Area Office for any units needing financial assistance with this, any units not on Westminster will find it hard to keep up with the changes and maintain pace with those that are.

	<p>Website - Danny Bateman (Area Office staff) is progressing with it but items are needed to attract the youngster's to it. Please forward anything of interest to him (i.e. camps/photo's etc.)</p> <p>AO finished by saying he is now in his last year and is still impressed by the commitment given by the adult instructors involved and the increase in marine cadet detachments is one example of this and he hopes these increases will continue, he mentioned about the hardships that are faced but gave encouragement to keep going. Finally he wished everyone a great Christmas.</p>	
7	<p><u>Company Commander (CC) & CSM Conference 07 Report</u></p> <p>Minutes from the National Marine Conference held in November were handed out to all and the Company Commander started by saying that the SRMO has improved the standard of the conference'.</p> <p>Company Commander and CSM then proceeded in going through the minutes highlighting key factors-</p> <p>Item 8-Field Assessments, in future any detachments that have cadets short will be deducted 5 points for each cadet they are missing. The Southern Assessment will be held at Highwood Heath on 5-7 September 2008 and the Northern will be held at Caerwent on 26-28 September 2008; however this venue could be changed, if so it would be to Swynnerton in which case Bristol Adventure and Bristol Filton would join the Southern Assessment at Highwood Heath. Jon Staple said the weapons drills are very pressurized and wondered if anything could be done. CC said cadets need to be more familiar with the weapons, when the new weapons come in it will be better. Mark Cann asked if a detachment is late arriving on the Friday night can they be given a later stance on the Saturday. CC said it could be something taken into consideration and would be addressed at the time.</p> <p><u>CC finished on the subject of Field Assessments by saying the dates for the assessments are published three years in advance so there is no excuse for detachments saying they are unable to attend.</u></p> <p>Item 9-Gibraltar Cup, 7-9 March 2008, this is a date change which is still waiting to be confirmed. No reserves are allowed, it is only for eight cadets. They will need to take full marching order as they will be spending nights out. Competitions will be run very much like the CCF Pringle trophy and the CTCRM are in full agreement. Cadets will need to be physically fit. Last year's standard was very good. Stances will be covered by YO's and RM training teams rather than cadet staff. The subject of drill being put back into the agenda but it was decided that it would not be included. Mark Cann asked if we could get Video footage or Photos of the competition. CC said standing orders are to be done but stances are to be 'blind'. The theme of the competition will be "Dislocation of expectation". Cadets will stay at CTCRM on the Friday night and will go up onto Woodbury Common</p>	

on the Saturday and will spend the night in the field.

Item 10-National Camp 2008, 9-16 August, Fremington Camp, this will be for Alpha Company only, Part 1 orders will be out over Christmas, all the spaces need to be filled and blue jackets who have the necessary equipment will be allowed to go, if the spaces aren't filled they will be offered out to other companies. The camp in 2009 will be a National camp probably at Sennybridge.

Item 11-Adventure Training, Company Commander referred to the electronic version sent from the Army Cadets with 32 pages outlining ACF courses available to Marine Cadets over 16 years of age and staff.

Item 14-Trafalgar 2008 Drill Display, the best 24 cadets from those at the area drill competition will be chosen with additional reserves, the CC believes there has been changes made to the event so it should be better than previous years and the cadets will be using SA80 rifles. The Drill Leaders are aware and are working on routines.


Item 15-Company Orbat, titles of roles are changing and will be MCSO-Company Commander, DMCSO-Company 2IC, AMCSO-Troop Commander, and OCMCD-Detachment Commander. There were a lot of different terms being used across the areas and this will now regulate them all to using the same which is pretty much the one we have been using. Each company has been allocated five troops to use if they want; the only exception to this is North West area that has been given 9 troops as they have over 40 detachments. We currently do not have enough detachments to warrant using the other available troops at the moment but in time this may be changed and if so the new positions of Troop Commander would need to be filled.

Item 16-District Officers Terms of Reference, the DO's TOR's are being looked at by Major Guppy who will be looking to formulate a new set of TOR's which incorporates where the Troop Commanders sit within the structure.

Item 18-Cdt Sgt's Boards at HMS Excellent, it was decided that HMS Excellent was a better facility to run this course and using Longmoor training area for the field aspects of the course, something that was difficult to find when using SCTC Inskip. If anyone is interested in helping out on the boards they should contact the RSM directly.

Item 20-RM Corps Shaped Flashes for CS95's, currently working with a company to get a source of these then looking to get them available for issue from stores. SCTC Inskip still does the 'SC' badges for the stone shirts. It was brought up about Metal badges previously being mentioned,

	<p>and was said this would be looked into.</p> <p>Item 22-Career Path/Progression Flow Chart for Seniors and Officers, copies of the charts were shown and discussed the CC urged all staff that are probationary to complete their SCIQ course sooner rather than later when the new paths are brought online.</p> <p>Item 23-National Drill & Piping Competition-MC Element, Kev Cooper said that when the sailor competition was split into armed and unarmed the time was reduced the MCD time was also reduced but still have to do both sections, which is a struggle to do in the time allowed can this be changed.</p> <p>Item 24-Exercise Bavarian Surprise, Good reports are coming back from the cadets that have already been of what is an excellent course doing adventure training funded by the RN, cadets need to be physically fit and there are age restrictions, it is a cheap trip for what is offered the cadets only need spending money. The next one is in March 2008, if anyone is interested please pass names to CC and he will forward them to the SRMO. Places are also available for adult staff to help who also need to be physically fit and able to participate in everything.</p> <p>Item 25-Cadet Arduous Course CTCRM, is open to cadets aged 15-18 years old of any rank with an interest in joining the Royal Marines, there are also no restrictions on how many time a cadet attends, the next courses are 24-29/2/08, 25-30/5/08 and 14-19/9/08. The SRMO can send a letter to the school of anybody wishing to attend if required and the course can also be used as work experience, the Intermediate course that is also conducted at CTCRM is open to MC1, LCpl and Cpl's can also count as work experience. The Basic course is open to cadets working towards MC1 promotion, the course is well worth it and runs 20-25/7/08.</p> <p>Item 26/27-Adult IMSC/KGVI Course- Intermediate Staff Course, currently looking at the ACF King George VI (KGVI) course at Frimley Park to replace the adult CTCRM courses. Due to lack of notice of cancelled courses by the RM and a lack of available facilities at CTCRM. There will be 7 courses per year with, 2 places on each course available for Marine staff. Dates will be distributed via the Company Calendar.</p> <p>Item 29-Marine Cadet Ceremonial Events, RSM wants notice of all major ceremonial events with copies of parade orders to be forwarded to him as there have been instances of incorrect protocol for events being carried out. All were reminded that reference should be made to BR2118 for all ceremonial events.</p> <p>Item 32-Area Basic Skills Course, the basic course is now being run at Company level and 2 courses have now been conducted. CC currently</p>	<p>CC asked RSM to address</p> <p>All</p>
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	<p>looking for more finances to support the costs of running the training.</p> <p>Item 34-Leavers, Major Paul Totty and Major Andy Tannock are leaving around March/April 2008. Both were thanked for their time and energies in their respective jobs.</p> <p>Annual Grading-The total amount of points is to stay at 200, with the SRMO's Field Assessment remaining at 100 points. CC has aired his displeasure about this but that is the way it is to stay at least until all companies are standardized then it may be looked at again. He does believe it will be looked at again in the near future.</p>	
8	<p><u>BTEC-Major Harris and Captain Falshaw - CVQO</u></p> <p>A presentation was made highlighting the opportunities available to the cadets and adults to gain BTEC qualifications, a lot of the work of which would be incorporated in what the cadets and adults are already doing. If any staff are unsure of BTEC' requirements and require additional information they can contact the BTEC staff and request a visit.</p> <p style="text-align: center;">  AlphaCoyConference 07CVQOBriefingcolou CVQO Presentation (Double click to Open) </p>	

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9	<p><u>'Safeguarding' – Child Protection update</u></p> <p>Peter Stalibrass BDM (SW) made a short presentation that complimented the workshops that he is currently doing around the area and said anybody having not attended should do so as a matter of urgency so everyone is up to date on Safeguarding matters.</p>	
10	<p><u>Company Stores</u></p> <p>The CSM thanked CSgt McEllin - CQMS and CSgt Webley – Armourer for their efforts in maintaining the stores and for their availability to procure and</p>	

	<p>collect stores from various contacts and sources that they had developed. The CSM also thanked HMS Flying Fox for allowing the use of the stores.</p> <p>He reminded all that staff should phone the CQMS with requests for stores as he does not have e-mail and that he would be able to deal with stores requests more speedily over the phone.</p> <p>The CSM reminded all that company stores should not be used as a replacement for Sea Cadet stores in Portsmouth. Company stores only have a limited supply of consumables such as cam cream, cylumes sticks etc. Due to a shortage of consumables the company will have to start restricting the supply of items to detachment level otherwise we will be unable to support company level events.</p> <p>The CSM thanked Cpl Phil McBride RE, PO 'Fred' Perry RN and the following detachments in particular: Bristol Adventure and Perry Barr that have helped establish the company stores by supplying equipment that is surplus to their own requirements.</p> <p>The CQMS wished the store a happy first birthday and requested any units with surplus stores to pass them on to the company store for the benefit of the company. Please contact him directly.</p>	
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11	<p><u>Signals Training – Lt Shepherd</u></p> <p>It is intended to run a combat signallers course that will give the cadets and staff the ability to have a basic understanding of radio operation. The chance of the company getting Bowman radios is very slim however there will be an attempt to distribute Clansman radios. In the interim the current 'no licence' radios being used by units will be utilised. The course will be at a basic entry level teaching voice and security procedures. The course in the future may expand to include an Advanced level course but this could depend on the availability of radios. Course syllabus' are under review and will be used when complete.</p> <p>The CC briefed the meeting on the current stock of Company radios and asked for approval to purchase further portable radios in order to reduce the strain on Perry Barr detachments equipment. It was agreed that PMR radios would be purchased pending the securing of funds. It is also possible that the Company would acquire Clansman radios.</p>	
12	<p><u>Combat Medics - CSgt Hignett</u></p> <p>Presentation on how the first aid proficiency is being looked into to be more</p>	

	<p>relevant to Marine Cadets to encourage a greater participation. The course contains all aspects of the 3rd class specialisation with the addition of specific sections to giving first aid while in the field. On successful completion of the written and practical exams cadets will be awarded the 3rd class specialization.</p>	
13	<p><u>Exercises and Camps in 2008</u></p> <p>There are two major events running this year, the first is Easter camp being titled “Exercise Royal Star” taking place at Caerwent on the weekend of 21st-23rd March. Part one orders will be out shortly. CSgt McEllin gave a briefing of the structure of the camp with the theme being urban patrolling, vehicle ambushing and building clearances.</p> <p>The annual camp is taking place at Fremington camp from 9th to 16th August with the theme being of an Amphibious nature. We have secured landing craft from the RM trials and testing unit to provide an exercise of an amphibious nature.</p> <p>The CC urged people to get the cadets booked on to these as quickly as possible because no additions can be made after the cut off date also encouraged staff to go as well as it will also be of benefit to them.</p> <p>The question was asked about where the newer detachments get the equipment that the cadets need for the camps such as webbing and bergens, the CC said to start with they would be ‘borrowed’ or moved from other detachments that have them as ‘surplus’.</p> <p>Captain Scholes mentioned about there being grants available to units, perhaps this could be borne in mind when thinking of needing to purchase more kit.</p> <p>CSgt McEllin did say that there would be training on aspects of the activities happening on the camps so the cadets are aware of what they should be doing.</p> <p>CC said that this camp would be open to Blue Jackets that have an interest and local detachments may be asked to help kit out those interested.</p>	
14	<p><u>Finances</u></p> <p>CSM said that a new spreadsheet has been introduced by the Company Finance Clerk and has been taken on by the Area as well. There were previously a number of different accounts running with different signatories and amalgamated them into two accounts, the main account- South West Area Marine Cadets, for which the main income is SCAVA, the other is a staff fund the income of which is through the selling of t-shirts, pin badges</p>	

	<p>etc, unfortunately there isn't as many opportunities to sell them as he would wish that is however being looked into. A possible suggestion is a webshop?</p> <p>The accounts will be audited regularly along with the DO's accounts by area office finance staff.</p>	
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15	<p><u>Company Standing Orders</u></p> <p>It has been a two year project to produce standing orders for the Company, every Detachment has got a hard copy and a CD with everything that is needed for it including electronic forms, quarterly returns etc. The documents are correct as at the time of printing but things are forever changing and amendments will be sent out as and when.</p> <p>CC then explained how to fill in the quarterly returns forms and explained about the standard risk assessments in the military format that are there to be used for every syllabus activity that the marines do, they will however need to be adapted to cover the needs of the individual units. There are examples and templates of various documents such as Part 1 warnings and execution orders as well as movement orders for the L98's but they will need to be amended for use. There is also a monthly training programme template that can be adapted by detachments.</p> <p>The drill manuals are included as well as other forms for cadet advancement boards and lesson plans with the relevant PowerPoint's.</p> <p>The standing orders will be checked for amendments during visits by company staff.</p>	
	<p><u>Training</u></p> <p>Cadet Leadership Course –Nescliffe land leadership course-5 cadets nationally per course open to Cpl's and Cadet Sergeants.</p> <p>Major Benton reminded everyone that two copies of the paperwork are required for all advancement boards; the intention will be to run one board at the beginning of the year then another two running alongside area AMTACs. All cadets attending an MC1 board the T7 (SM) for seamanship is now a prerequisite so is needed with the application paperwork. Cadets must have the qualification before going on the board otherwise they will not be able to qualify for promotion.</p> <p>Course fees are to be included with the other paperwork by cheque being</p>	

	<p>made out to Alpha Company South West Marine Cadets. NO MONEY, NO FORMS = NO SPACE</p> <p>Weapons-LSW have been removed from use, SA80 A2 rifles can be used instead if they are available, and the LSW will still be included in the Corporal promotion exam. They are going because the maintenance contracts have finished. Pete McEllin said he doesn't believe written tests on weapons are a good thing. This is being looked at.</p>	
16	<p><u>Alpha Coy Merchandise</u></p> <p>CSM told everyone about the intention to expand on the range of merchandise available. Drill tops/painters smocks are being looked into as are other items. If anyone does have any suggestions contact the CSM direct. We are looking for an online shop to sell the merchandise.</p> <p>Pin badges- All staff should be carrying an 'A' Coy pin badge (Normally in beret) Those caught without may receive counselling from the CSM.</p>	
17	<p><u>Awards 2007</u></p> <p>The Port Stanley Cup - Most Improved Detachment - Weymouth Detachment</p> <p>The Spean Bridge Trophy – Best Detachment in Company & Gibraltar Cup Nominee – Bristol Filton Detachment</p> <p>The Zeebrugge Shield - Instructor nominated for the McCarroll Trophy – Sgt Jon Staple –Birmingham Vernon Detachment</p>	
18	<p><u>Any Other Business</u></p> <p>There are vacancies which have been advertised in Sou'Westers for a Medic and a Weapons Instructor if interested applications need to be in by 31/12/07</p>	
19	<p><u>The Way Forward 2008</u></p> <p>The Company Commander explained the way forward for 2008 and beyond. The way forward was certainly getting back to basics with our adult training and learning and honing our most basic skills. The Company had come a long way in his eighteen months in command yet there was still further work to be done to standardise Alpha Company and therefore increase its internal strength and skills.</p> <p>The Company Commander wished the embryo Detachments the very best of luck during their trial periods and the Conference a very Merry Christmas and 'Happy Hunting' in 2008.</p>	

<p>20</p>	 <p>Company Commanders presentation (Double click icon to open)</p>	
<p>21</p>	<p><u>Conference date 2008 weekend 13th December 2008 at TA Centre Filton</u></p>	