



**DEVONPORT FIELD GUN ASSOCIATION  
CORPORATE PLAN**

**2015 - 2018**

# **THE DEVONPORT FIELD GUN ASSOCIATION**

## **CORPORATE PLAN 2015-2018**

### **INTRODUCTION-OVERVIEW**

1. The long established and hard fought Royal Navy Command Field Gun Competition ended when the Royal Tournament, London, ceased in 1999. Thereafter the Devonport Field Gun Association provides a vehicle for ex-field gunners to maintain contact. Each year many members come together for Remembrance Sunday and Armed Forces Day. At an annual reunion weekend ex-field gunners congregate in an informal environment to re-run their past years on the Track.
2. The Association, also supported through the work of dedicated volunteers, created and maintained a large display telling the story of the Royal Navy Command Field Gun Competition in what was planned to be the Plymouth Naval Base Museum in the South Yard of HM Naval Base Plymouth. The Ministry of Defence decided not to proceed with the Museum project and consequently the Field Gun Association arranged for the collection to be moved and displayed at Crownhill Fort, Plymouth. For the Association, this move stimulated the development of a new and dynamic programme of active field gunning for young people along with new objectives to increase a wider public membership and raise funds to support appropriate charities.
3. To manage these new and demanding challenges the Devonport Field Gun Association became a Charitable Company in April 2012, in order that its income may, in many instances, be redefined as donations in order to take advantage of tax regulations.

### **PURPOSE OF THE CORPORATE PLAN**

4. The purpose of this Corporate Plan is to state the Mission of the Devonport Field Gun Association, provide information on the Governance and Management Structure and list the objectives the associated areas for action during the three-year period 2015-2018.

### **MISSION STATEMENT**

5. The Mission Statement in the Articles of Association for the Devonport Field Gun Association Limited is:

“1. To educate the public in the history of the Royal Navy Command Field Gun competition with particular reference to the naval field gun in the context of the Boer War and Britain’s activities in Southern Africa and to hold together the traditions of the Armed Forces and perpetuate their deeds in particular by maintaining and managing a heritage center at Crownhill Fort to display and conserve the field gun equipment, memorabilia, photographs, artwork documents and other exhibits and artefacts which are of historical importance.

And

2. The furtherance of such other purposes as are exclusively charitable under the laws of England and Wales as the trustees in their absolute discretion decide, in particular but not exclusively through provision of grants.”

### **OBJECTIVES**

6. The following nine standing Objectives have been established in support of the Mission:

**Obj 1.** To disseminate the origin and history of the Royal Navy Command Field Gun competition by setting up, maintaining and developing a Heritage Centre at Crownhill Fort, Plymouth. Particular reference will be made to the Naval Field Gun in the context of the Boer War and Britain's activities in South Africa.

**Obj 2.** To use the Heritage Centre to display and conserve the field gun equipment, memorabilia, photographs and artwork.

**Obj 3.** To make the Heritage Centre freely accessible to the public and the local Plymouth community, in particular, in pursuance of Objective 1.

**Obj 4.** To give presentations, stage exhibitions and demonstrations for the benefit of the local community, in pursuance of Objective 1.

**Obj 5.** To maintain the position as the center for Naval Field Gun technical advice, practical support and encouragement, all to made freely available to those who continue to engage in all forms of Field Gun competition especially youth groups.

**Obj 6.** To involve all sections of the community, especially young people, in our belief in raising standards through developing and nurturing team work, fitness, physical and emotional resilience, and mental agility. This so they may have the self- esteem and self-confidence to play leading and successful roles in the community.

This we will do by developing a programme of junior field gun in youth groups and schools, which will involve pupils, staff and parents.

**Obj 7.** To forge and maintain links with other related heritage organisations and museums.

**Obj 8.** To be the leading Association in fostering and supporting the fraternity of former Royal Navy Command Field Gunners and those who practice other forms of Field Gun competition.

**Obj 9.** To raise funds:

- a. To support the objectives
- b. To support recognised Naval and Military charities.
- c. To give aid and support to former Royal Navy Command Field Gunners who find themselves in distressed circumstances.

## **GOVERNANCE AND MANAGEMENT**

7. The Governance and organisation of the Devonport Field Gun Association are described in a regularly up-dated "Members' Rule Book" which is provided for reference at Annex A. The Members' Rule Book is accessible to Association members and gives details of the following:

1. Aim
2. Office Holders
3. Members
4. Membership donations
5. Financial Accounts
6. Bank Accounts
7. Registered Trademark
8. Website/Facebook
9. Health and Safety Policy Statement.
10. Association Board Duties
11. Duties of Trustees

## **PATRONS**

8. The Association will seek the patronage of people of public note, or influence, willing to show strong support for the mission of the Association. Patrons will serve for a period as considered suitable by the Association Board or to accord with the Patrons' wishes. Patrons will have no corporate duties or responsibilities within the Association.
9. A list of Patrons is included in Annex B.

## **THE ASSOCIATION BOARD**

10. The Board of Directors has the general responsibility laid down by the Companies Act and a responsibility to the membership for pursuit of the Objectives at paragraph 6. In laying down Company Policy the Board has to conform to the requirements of the Charity Commission and there are strict procedures to be followed in dealing with other organisations and individuals, and event procedures. The Association is also registered as a Charity and Directors will carry out the duties of Trustee when the Board is dealing with charitable matters.
11. The Board will meet every six weeks to discuss and maintain the forward strategy and policies. Board members will elect one of their fellow Directors to be the Chairperson and appoint a Company Secretary.
12. A list of Directors, and office holders, is at Annex B

## **MEMBERSHIP OF THE ASSOCIATION**

13. The Membership Secretary manages the Membership organisation. Three classes of membership are established:
  - a. **Full Membership.** Full membership is open to anyone subject to the application being approved by the Membership Secretary. Paid up members are entitled to vote at the AGM and eligible to be invited by the Board to be a Director. The Board has set a target to crease the full membership total to **500** by the end of **2016**.
  - b. **Honorary Membership.** People who are deemed by the Board to have made, or may make, an outstanding contribution to the work of the Association may be invited by the Board to become Honorary Members. Honorary Members may not become a Director or vote at the AGM.
  - c. **Affiliated Membership.** A corporate identity such as a school, or cadet/scout group, which practices a form of competitive field gunning as recognised by the Board may apply, or be invited by the Board, to become an Affiliated Member. The Board may invite a representative to join the Board as an Executive Director.
14. Making a donation every year is a requirement for Full Membership and Affiliated Membership. The minimum level of donation to ensure coverage of the Association overheads, will be advised by the Board.

## **INFORMATION**

15. Comprehensive information is promulgated through the following media:
- a. **Web Site.** The Devonport Field Gun Association web site “www.devonport-command-fieldgun.co.uk” . The web site also gives members’ access to the “Rule Book” and to the minutes of Board meetings.
  - b. **The Guzz Gazette.** The ever- popular Gazette is published on line and by hard copy three times per year. The Gazette and the web site to be managed by the Gazette Editor and Web Site Administrator.
  - c. **DVD.** The Association has commissioned the production of a special information DVD.
  - d. **Drill Manual.** A Drill Manual, has been devised for Junior Field Gunning by Schools and Youth Organizations’.

## **ASSOCIATION ACTIVITY**

16. The following activity and actions are undertaken in pursuit of the Objectives. A summary of actions is at Annex D.
- a. **Heritage Centre-Crownhill Fort.** (Para 6 - Objs 1,2,3) Develop and Maintain the Heritage Centre at Crownhill Fort (also referred to as the “Field Gun Museum”). An updated presentation in new premises in Crownhill Fort was opened in May 2015. Increased access by schools, members of the Armed Services and the public will be sought. The Heritage Centre to be in the care of an appointed Museum Manager supported by a Museum Historian and volunteers. For the longer term, seek new premises capable of sustaining an expansion of the Heritage Centre, the provision of office space for administration, new workshops and regular public access, and to reduce costs.
  - b. **Presentations, Exhibitions and Demonstrations. (Para 6–Obj 4)** Develop a comprehensive programme aimed at keeping the Association’s work and the heritage of Field Gunning in the public eye and in the media. A high quality gazebo and portable exhibition material for use at public events and a van and trailer have been procured. The developing programme already includes participation in:
    - The Devon County Show-Junior Field Gun displays
    - The RN and RM Field Gun competition at HMS COLLINGWOOD,
    - Fareham, at which Junior Field Gun displays are given. The Lord Mayor of Plymouth’s Parade - Association members pulling full size gun and limber supported by Junior Field Gun Teams with their smaller guns and limber.
    - Devon School Games - Junior Field Gunning
    - Plymouth and local Armed Forces Day - Junior Field Gunning

Plymouth Remembrance Festival (Plymouth Pavilions) – Junior Field Gunning.

Details of these activities to be included in the Association “Projects/Events Action Plan” maintained by a designated Project Coordinator and with actions supported by volunteers. The Board has established procedures to be followed when considering involvement in public events with an emphasis on strict compliance with health and safety measures and risk reduction.

c. **Association as the center for Naval Field Gun Technical Advice. (Para 6 – Obj 5).** Volunteer members of the Association will provide advice and support based on personal experience and knowledge.

d. **Junior Field Gunning (Para 6 – Obj 6)** The continuing development of the now well established concept of Junior Field Gunning will form the main focus for priority activity for the Association. Main elements of this programme include:

- The maintenance of capability procedures for the manufacture and delivery of high quality Junior Field Gun equipment at reasonable cost to affiliated organisations. The possibility of shifting this manufacture from voluntary effort to a commercial source in order to meet expected increased demand to be investigated.
- Establish procedures for a “Gun and Limber Manufacturing Project” and seek the appropriate resources in terms of volunteers, support manpower and materials.
- Seek funding to support this endeavour. A substantial Grant has been received through the Military Covenant and additional funding from other sources to be investigated.
- Continue to support the expanding programme for the introduction of Junior Filed Gun into primary schools and the Cadet Forces and the development of a Junior Field Gun League.
- The continuing sponsorship and production of the Junior Field Gun Manual.
- The recruitment of additional volunteers and the award of a “Junior Field Gun Trainer” qualification after training and appropriate experience.
- A school liaison Director has been invited onto the Board , with a view to the maintaining a close liaison with Plymouth City Council Department of Education, Learning and Families.

e. **Forge and Maintain Links (Para 6 - Obj 7).** The Association will continue to develop links with organisations engaged in Field Gun activity and the celebration of its heritage. Links have been established with:

- University of Plymouth and the University College of St Mark and
- St John for the development of a University Field Gun competition in conjunction with the Royal Navy during 2016
- The Royal Navy. HM Naval Base Devonport and the Association have agreed to work together to promote the Association’s objectives and to identify opportunities to improve the interaction between Naval Personnel and the Plymouth Community. The Naval Base RN Field Gun crew has been welcomed into the Association. The full text of the partnership agreement is at Annex C.

- Wellington and Worcester Colleges
- The Sea Cadet Corps
- The Royal Marine Volunteer Cadet Corps
- The Scouts.

f. **Fraternity of Royal Navy Command Field Gunners (Para 6–Obj 8)** The Board will support a vibrant programme designed to bring Royal Navy and other ex-field gunners together for social and sporting events. Key events in the annual programme managed by the Social Secretary, or specific organisers, include:

- A Ladies Night and Sponsored Dinner
- The annual Reunion weekend in July
- An annual Barbeque
- The Command 100 Golf Classics in September
- The Army - V - Navy rugby match at Twickenham in end of April early May

g. **Raise Funds (Para 6 – Obj 9)** The Board will give priority attention to a fund raising programme to support the Association’s objectives, the support of selected Service charities, to assist former Royal Navy Command Field Gunners in distressed circumstance and to cover rental and running costs of the Heritage Centre at Crownhill Fort. Three forms of fundraising will be undertaken:

- (1) The Board receives donations and undertakes fundraising in support of the Heritage Centre and the Junior Field programme, as follows:
  - (a) Membership subscriptions
  - (b) Donations for the Heritage Centre (Museum)
  - (c) Sale of manufactured Junior Field Gun equipment
  - (d) Grants from the Military Covenant and other agencies
  - (e) Sales of Field Gun merchandise.
  
- (2) The Board raises funds for other charities and organisations, as follows:
  - (a) The “March a Mile” project, whereby parents and friends sponsor their children when they march around the schools playing field.
  - (b) Individual donations and “bucket” collections.
  - (c) Golf tournaments and similar activities.
  
- (3) (a) Commercial sponsorship.

The fund raising programme will be coordinated by a Charity Fundraising Coordinator with the overall management of the Association finances in the hands of the Honorary Treasurer.

**David Worrall**  
**Chairman**

**Charles W Crichton OBE**  
**Director Management Planner**

Annex:

- A. The members "Rule Book"
- B. Patrons, Directors and Office Holders
- C. Partnership arrangements with HM Naval Base Devonport.
- D. Action list 2015-2018



## **THE MEMBERS' RULE BOOK**

### **1. INTRODUCTION**

- 1.1. Devonport Field Gun Association Ltd [“the Company”] is a company limited by guarantee registered in England with Companies House. It has registered charity status [“the Charity”]. Its members are defined in article 4 and, generally, their membership is valid only whilst they are making recommended donations to the Charity. The Company shall be managed by a board of directors [“the Board”] . Also, and in accordance with the Charity Commission’s directives, i.e. *The Directors of a Charitable Company are its Trustees*, the directors of DFGA Ltd., will carry out the duties of a Trustee when the Board is debating on matters directly associated with the Company’s charitable activities.
- 1.2. The affairs of the Company shall be in accord with its Articles of Association, which can be viewed on the Company’s website. These rules are subservient with the Articles of Association (A of A) and are intended only to add detail.

### **2. THE AIMS OF THE COMPANY/ CHARITY**

- 2.1 These are as described in the A of A with (a) and (b) being approved by the Charity Commissioners. Paragraph (c) has been added to encapsulate the work the charity is undertaking introducing junior field gun into schools, etc. They are:
  - a. To educate the public in the history of Royal Navy Command Field Gun competition with particular reference to the naval field gun in the Boer War and Britain’s activities in Southern Africa and to hold together the traditions of the armed forces and perpetuate their deeds in particular by maintaining and managing a heritage centre at Crownhill Fort to display and conserve the field gun equipment, memorabilia, photographs, artwork, documents and other exhibits and artefacts which are of historical importance.
  - b. The furtherance of such other purposes as are exclusively charitable under the laws of England and Wales as the trustees in their absolute discretion decide, in particular, but not exclusively through the provision of grants.
  - c. To involve all sections of the community, especially young people, in our belief in raising standards through developing and nurturing team work, fitness, physical and emotional resilience, and mental agility. This so they may have the self-esteem and self-confidence to play leading and successful roles in the community. This we will do by developing a programme of junior field gun in youth groups and schools which will involve pupils, staff and parents.

### **3. THE OFFICE HOLDERS**

- 3.1. The Association shall have a President re-elected by the Board. The holder shall have a place on the Board as a Non-Executive Director and may be a Trustee of the charity.

- 3.2. The Association shall have Patrons, preferably people of public note with connections to field gun. The Patrons shall serve for a period as considered suitable by the Board, or for as long as the incumbents wish, whichever is the shorter time. The Patrons shall have no corporate duties or responsibilities within the Association.
- 3.3. The Company shall have a Board of Directors nominated and acting as laid down in the Memorandum of Association. The Board shall appoint one of their number to be Chairperson. Directors shall be Executive if they hold a defined office of the Company; the remainder shall be Non-Executive.

#### **4. THE MEMBERS**

Membership shall be in the following classes:

##### **4.1. Full Members**

Criteria – any person who wishes to become a member and is accepted by the Membership Secretary. Providing they are a paid up member they will be entitled to vote at the AGM and eligible to be invited by the Board to be a Director. If they join the Board as an Executive Director they will assume the responsibilities as a Trustee of the charity.

Entitled to vote at AGMs.

##### **4.2. Honorary Members**

Criteria – people not meeting the criteria for Full membership, but who are deemed by the Board to have made, or could make, an outstanding contribution to the Association. Membership is by invitation by the Board, who may also revoke it.

May not be a Director and may not vote at an AGM.

##### **4.3. Affiliated Members**

Criteria – a corporate entity (such as school, cadet or scout group), which practises a form of competitive field gunning recognised by the Board. Entities may apply or be invited to do so by the Board. A representative can serve on the Board, if nominated and elected by Board members. If the representative is elected onto the Board as an Executive Director they will, also, be eligible to serve as a Trustee.

The representative may vote at the AGM.

#### **5. MEMBERSHIP DONATIONS**

- 5.1. Making a donation every year is a requirement of all classes of membership except Honorary Membership for which it is voluntary. The amount is voluntary but an indication of the level of donation, to ensure coverage of the Association overheads, will be advised by the Board.

## **6. FINANCIAL ACCOUNTS**

- 6.1. The Association shall keep accounts appropriate to a Charitable Limited Company. They shall be presented to the Board monthly, as required. They shall be audited in accordance with directives from Companies House and the Charity Commissioners. They shall be presented annually at the AGM for the preceding Financial Year. The accounts will include a rolling twelve month Cash Flow forecast.

## **7. BANK ACCOUNTS**

- 7.1. The Treasurer will manage the Association bank accounts. No accounts may be opened or closed without the approval of the Board. Cheques for amounts of, or over, £250 must be signed by the Treasurer and one other Director (not the recipient). For amounts below £250 only the Treasurer's signature is required. Multiple cheques for a single payment are not to be made.

## **8. REGISTERED TRADEMARK**

- 8.1. The Association badge of a gun on the wall is a registered trademark and no use may be made of it for commercial or other purposes without the express, written, approval of the Board. The Board may grant licences to use the badge for an annual fee which will take the form of a donation.

## **9. WEBSITE /FACEBOOK**

- 9.1. The Association will have one official website approved by the Board. It will be managed by a webmaster appointed by the Board and only the webmaster may make changes and additions to the site other than the members' chat room. There may be a Facebook account managed by a member appointed by the Board. Member's entries in both these web sites shall be temperate and not include language, or voice opinions, which could reflect badly on the Association. Failure to comply with this may lead to expulsion from the Association.

## **10. HEALTH AND SAFETY POLICY STATEMENT.**

- 10.1. The health and safety of members and the general public is given the highest priority by Board members and Trustees. Field gun equipment is heavy and if not handled carefully by experienced, trained, personnel could cause serious injury or death.
- 10.2. It is the responsibility of all members not to create deliberately, or by omission, situations that could possibly endanger themselves or others. Activities which are novel, or potentially hazardous, or involve the general public, particularly young children, are to be subject to formal risk assessment. The assessment is to be conducted by an experienced field gunner.
- 10.3. The Association will have general Health and Safety instructions which are to be adhered to by all members.

## **11. ASSOCIATION BOARD DUTIES**

- 11.1. The Board of Directors of The Devonport Field Gun Association Ltd has the general responsibilities laid out by the Companies Act; but, in particular, they shall be responsible to the membership for, inter alia, the proper management of the Heritage Centre, the raising of

funds for the charity, the arrangements for Association social and sporting events, generating Company policy and ensuring that charity policy conforms with the recommendations of the Charity Commission and the promotion of membership.

- 11.2. Directors of the Board will, in the course of their duties, be contacted by outside bodies for information and direction. When the latter falls within their remit they are authorised to take action, so long as it does not conflict with Company policy. When it is likely that such action will have wider implications, the Chairman must be informed before the Company is placed under a binding commitment.
- 11.3. Where non-Board members initiate possible 'leads' with outside entities, introduction to a Board member must be arranged at the earliest opportunity, at which time a decision will be made on what further action is necessary. Also, a non-Board member, who is in contact with an outside entity, must not give the impression that they are acting on behalf of the DFGA Ltd., unless they have obtained prior approval to do so. To ignore this ruling could lead to serious and embarrassing misunderstandings/repercussions.
- 11.4. **Event Procedures.** When it is proposed to attend a given event DFGA has to vet the proposal, as does the event organisers when they receive the charity's application. This, therefore, is the procedure DFGA will follow to ensure that the actions of both parties are synchronized:

114a With the board's approval a nominee will contact an event organiser, or the charity will receive an invitation from the event organiser, to take part. An application form will then be received, completed and submitted.

11.4b When accepted by the show organiser, proof that we have £5m Public Liability insurance and that the charity can satisfy the event management team's Risk Management criteria, are then required immediately.

Note: Other documents and assurances may be requested.

11.4c As applications are approved and registered the DFGA event management team, or show event organisers, allocate a position on the site map for our gazebo, etc. If school teams are competing their displays are included in the performance time-table. DFGA members participating in Junior FG displays with children must be 'Disclosure certificated'.

11.4d Parking and individual passes are supplied.

11.4e As indicated, it is, extremely, important that the board 'thrash out' the pros and cons of a chosen event, not only to ensure that it is the type of event DFGA should be involved in, but also that it is fully supported by the board and, therefore, fully covered by our vehicle and event insurance cover, Risk Management and Child Protection policies.

## **12. THE DUTIES OF TRUSTEES.**

- 12.1. The Board of Directors, as the charity Trustees, have the general responsibilities laid out by the Charity Commission; but, in particular, they are responsible to the members for ensuring that the Company conducts its business in a manner that does not jeopardise its charitable status, that all charity money is managed and safeguarded wisely and properly, with risk being well considered. They are responsible for deciding the disbursement of charitable funds.

### **13. CRITERIA FOR CHARITABLE GRANTS BY THE ASSOCIATION**

- 13.1. In deciding the disbursement of charitable funds the Trustees should apply one or as many of the following criteria that are applicable to the specific case:
- a. That the donations will directly benefit one, or more of the Trustees' chosen charity's, i.e. Help for Heroes and the Royal Navy or Royal Marines charity, or any other organisation to which the Trustees award special consideration.
  - b. That the donation will directly benefit disadvantaged or distressed members of the Association.
  - c. That the donation will directly promote the aims of the Association.
  - d. That the recipient has a good record of financial control and is of sufficient good standing so as to not jeopardise the good name of the Association.
  - e. That the donation can be used for specific outcomes that can be measured or witnessed.

**DIRECTORS AND OFFICE HOLDERS PATRONS**

Angela Rippon OBE

Admiral Sir Mark Stanhope GCB OBE      Former First Sea Lord

Oliver Colvile MP      MP for Plymouth Sutton and Devonport

Johnny Mercer MP      MP for Plymouth Moor View

Gary Streeter MP      MP for Devon South West Rear Admiral

Mike Thomas

Commodore Ian Shipperely ADC RN      The Naval Base Commander, HM Naval Base, Devonport.

**THE BOARD**

Lt Cdr Brain Meadows MBE RNR      President David Worrall

Chairman

Brian O'Hara      Company Secretary

Lt Cdr Ian Kempzell RN (Ret)      Honorary Treasurer

Victor Barnett      Membership Secretary

Fred Pearce      Fund Raising and Museum Curator

Elwyn Clark      Project Coordinator. Cdr Charles

Crichton OBE RN (Ret)      Management Planner

Dave Dace      Web Site administrator and "Gazette Gazette" newsletter editor.

Henry Cotton      Social Secretary

Lt.Cdr Stephen Carbery RN (Rtd)      Director

Samantha Morcumb      Non Executive Director-Schools Liaison

**DEVONPORT FIELD GUN ASSOCIATION LTD BY GUARANTEE –  
CHARITABLE COMPANY  
PARTNERSHIP ARRANGEMENT WITH HMNB, PLYMOUTH**

For over 100 years, prior to being awarded charitable company status, HMS DRAKE was home to Devonport Field Gun, even after the Royal Tournament was disbanded in 1999, when a building was provided for DFGA to use as its museum. Owing to the recent modernisation of the naval base area, DFGA had to find alternative accommodation for its museum, hence our move to Crownhill Fort. In order to achieve charitable status DFGA had to broaden its raison d'être to comply with the Charity Commission's 'public benefit' specification. Engagement with the community is the main thrust of this requirement, which DFGA have met by introducing a Junior Field Gun program into primary schools. DFGA first makes the wooden guns and limbers and then sells them to schools wishing to become affiliated. DFGA is close to having 10 schools in this 'club'; which, on reaching this target it is hoped to organise inter-school competitions culminating in an annual knock-out competition. As a pseudo-naval organisation, with the above mentioned history, a partnership agreement is, in many ways, a win-win situation for both parties.

1. HMNB Devonport, and the DFGA Ltd., agree to work together to promote the Charity's aims and to identify opportunities to improve the interaction between Naval Service personnel and the Plymouth Community.
2. HMNB Devonport's commitment is to work to support DFGA's charitable objectives, as follows:
  - a. To identify ways in which DFGA's Heritage Centre, can be made available to RN personnel.
  - b. To share fundraising opportunities for our respective charities, such as an invitation to display Junior Field Gun at Navy Days, for example.
  - c. Whenever possible, to engage in promoting the charitable company's fundraising, such as golf tournaments organised by DFGA.
3. DFGA Ltd., will:
  - a. Welcome HMS DRAKE's RN field gun team into the association and promote its popularity, by invitations to join DFGA at certain Shows and Events where Junior Field Gun displays are being performed.
  - b. Share their field gun knowledge and expertise whenever necessary.
  - c. Assist in equipment transportation whenever possible.
  - d. Support emerging initiatives that meet the Charity's objectives.
4. Both parties will provide a co-ordinator for the Partnering Arrangement.
5. The Naval Base Commander (Devonport) will meet with the DFGA's Chairman on a six-monthly basis and, annually, to review the Partnering Arrangement and Plan. This Partnering Arrangement covers all Service personnel on the Naval Base, staff and all personnel accommodated in HMS DRAKE.

## **ACTIONS AND TARGETS**

1. **Membership** (Para 13 b) Increase Full membership to a total of 500 by the end of 2016.
2. **Heritage Centre-Crownhill Fort** (Para 15 a) Seek increased access by schools, members of the Armed Services and members of the public.
3. **New Premises.** (Para 15a) Seek new premises capable of sustaining an expansion of the Heritage Centre, the provision of office space for administration, new workshops and regular public access-Longer term
5. **Media and PR Plan** (Para 15 b). Develop a comprehensive programme aimed at keeping the Association's work and the heritage of Field Gunning in the public eye and in the media.
6. **Projects and Events Action Plan** (Para 15 b). Maintain a regularly updated plan showing key project and event activity with details of lead action.
7. **Junior Field Gun Equipment manufacture** (Para 15 d). Maintain the capacity and procedures for the delivery of high quality Field Gun Equipment at reasonable cost. Consider the establishment of a suitable manufacturing management organisation as a "Gun Limber and Equipment Manufacturing Project". Investigate the possibility of shifting manufacture from voluntary effort to a commercial source.
8. **Junior Field Gun Equipment manufacture- funding.** (Para 15 d). Seek funding to support the purchase of material and use of facilities.
9. **Junior Field Gunning-expansion** (Para 15 d). Develop a programme for the introduction of Junior Field Gunning into primary schools and the Cadet Forces and a Junior Field Gun League. Consider an expansion of the programme for older young people with heavier gun and limber equipment.
10. **Junior Field Gun Manual** (Para 15 d) Maintain the production and update, as required, of the Junior Field Gun Manual.
11. **Volunteer Recruitment** (Para 15 d). Recruit more volunteers to be trained and formally designated a "Junior Field Gun Trainer" based on appropriate criteria laid down by the Association. Recruit volunteers to support Junior Field Gun manufacture.
12. **Board Member** (Para 15 d). Retain the services of a suitably qualified and experienced person as a school liaison Director.
13. **University Field Gun** (Para 15 e). Encourage the development of a University Field Gun Competition during 2016.
14. **Sea Cadets** (Para 15 e). Encourage the Plymouth Sea Cadets to procure Junior Field Gun equipment.
15. **Raise Funds** (Para 15 g) The Board to agree an annual programme and set targets for the raising of funds to support Service Charities, Field Gunners in distress, Junior Field Gunning, public relations, the social programme and Heritage Centre running costs.



# Devonport Field Gun Association

'Nil Nisi Optima' - "Nothing But The Best"

**Perpetual**



**Continuance**



Heritage Centre & Museum

Crownhill Fort - Crownhill Fort Road - Crownhill - Plymouth - PL6 5BX - United Kingdom

Phone: 07767 882099 - Email: [dfgassociation@gmail.com](mailto:dfgassociation@gmail.com) - Web: [www.devonport-command-fieldgun.co.uk](http://www.devonport-command-fieldgun.co.uk)