



ARMY

Headquarters Chatham Station
Brompton Barracks
CHATHAM
Kent ME4 4UG

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See Distribution

Our Reference: 1_03_02_07_CMVW18
Thursday 24th May 2018

CORPS MEMORIAL AND VETERANS WEEKEND 14 - 16 SEPTEMBER 2018

1. **Introduction.** The Corps Memorial and Veterans Weekend will take place on 14 - 16 September 2018 in Chatham. There will be events across the weekend to promote *esprit de Corps* between veterans and serving members. I would like to emphasise that the primary purpose of the weekend is the Memorial Parade and the subsequent service in Rochester Cathedral in remembrance of those Sappers who have died on operations or otherwise.

2. **Planned Events.** The weekend will start with a meet and greet on the Friday night in the Warrant Officers and Sergeants' mess, this event will be led by the REA Medway branch. The Saturday will start with a Corps SM update, various static displays on the Regt'l square and both the Museum and Sapper shop will be open throughout the day. Traditional events such as the Dove Cup Darts Competition and the National Standard Bearers Competition will also run throughout the day, the day will finish off with a formal sit-down meal in the Warrant Officers and Sergeants' mess. The Parade on Sunday will be shorter than previous years to alleviate the need for veterans to stand for long periods of time; hopefully this will encourage more veterans to take part. The main parade at Brompton Barracks on Sunday 16 September 2018 will be centred at the Obelisk and not the Regt'l square as previous years. A detailed programme of events will be contained within the welcome pack issued on arrival.

3. **Notice of Attendance.** Branch Secretaries are requested to return completed notice of attendance proforma (Enclosure 2) and Branch attendance nominal rolls (Enclosure 3) with accurate figures for attendance by **27 July 2018** to the following address:

Sgt Basnet
Hackett Troop, 36 Training Squadron
1 RSME Regiment
Brompton Barracks
Chatham, Kent
ME4 4UG

4. **Accommodation.** Due to extensive reconstruction within Brompton Barracks, members that have not attended for a few years will see considerable change within Chatham Station. The main noticeable change is the relocation of the Warrant Officers and Sergeants' mess. It should be noted that there will be no accommodation available in the Warrant Officers and Sergeants' mess. Accommodation for unaccompanied veterans will be available at nil cost within Collingwood Triangle (**not Kitchener Barracks**) on Friday and Saturday evening. Unfortunately, accompanied personnel cannot be accommodated. Accommodation is limited and will be allocated on a first come, first served basis. The enclosed accommodation request proforma (Enclosure 4) should be completed and returned by **27 July 2018**. Any bids received after this date will be considered but not guaranteed. To ensure disabled personnel are allocated ground floor accommodation, please ensure they are identified on the return; this includes individuals who may have difficulty negotiating stairs.

5. **Local Hotels.** A list of hotels in the Medway area is enclosed (Enclosure 5). The list is not exhaustive and does not constitute official endorsement. Prices can be obtained by contacting the proprietor directly.

6. **Meals.** Meals can be purchased in the Central Mess Brompton Barracks. Branch Secretaries are requested to complete the enclosed meals required proforma (Enclosure 6) and return it to Sgt Basnet on the address in Para 3 by **27 July 2018**, annotating the total number from your branch who intend to take each meal (in order to allow sufficient food to be ordered). Food will be supplied in the Warrant Officers and Sergeants' mess on the Friday and Saturday evening of the weekend, in addition Sunday lunch will be available in the Central Mess Brompton Barracks. If individuals wish to eat prior to the events on the Friday or Saturday evening, they are welcome to eat beforehand in the Central Mess.

7. **Reception.** On arrival each member must book in at the Student Reception Centre in Brompton Barracks. The reception will be open from 1400-2300 on Friday 14 September 2018 and 0800-1800 on Saturday 15 September 2018. A detailed programme of events will be issued on arrival.

8. **Security.** The security and integrity of Chatham station is of the utmost importance, and cars entering camp are liable to be searched. Occupants are requested to be patient and fully cooperative with the security measures in place over the weekend. REA members are to carry their REA membership cards at all times whilst within the confines of camp.

9. **Vehicle Parking.** With the closure of Kitchener Barracks there is only limited vehicle parking within Brompton Barracks, REA members are strongly encouraged to share cars where possible.

10. **Returns.** Branch Secretaries are requested to ensure that all returns are sent to Sgt Basnet by **27 July 2018**.

11. **Payment.** CMVW 2018 will be the first time all personnel attending will be asked to contribute £25 per person towards the weekend, the contribution will be towards the whole weekend and not, for example, the Friday night meet and greet. This will bring CMVW in line with the other REA weekends in Minley, Chilwell and Gibraltar who also ask for contributions. A bank transfer will be requested from each branch by the return cut-off date 27 July 18. Transfers are to be referenced with your branch location for example '**CMW REA Medway**' for the Medway branch '**CMW REA Plymouth**' for the Plymouth branch and so on. Branch chairmen are requested to collect funds per branch and transfer to 1 RSME Regiment as a one-off payment. Transfers are to be made to:

Central Bank 1 RSME
Sort Code - 16-19-26
Account Number - 10324912
Reference – CMW REA “Branch Name”

12. **Cancellations.** Cancellations are to be forwarded to Sgt Basnet as soon as they occur. This will ensure REA funds are not wasted through non-attendance.

13. **Media.** Veterans wishing to draft an article for Sapper Magazine are encouraged to do so. Please send all articles including separate pictures to: Sapper Magazine, RHQ RE, Ravelin Building, Brompton Barracks, Chatham, Kent, ME4 4UG.

14. **Correspondence.** All correspondence regarding Corps Memorial and Veterans Weekend should be labelled in the top left corner of the envelope 'CMVW 2018' (Email to contain this phrase in the subject line). Any questions regarding the weekend, or any special requirements, should be directed to WO1 (RSM) Kevin Rank on 01634 822337 or Sgt Basnet, Hackett Troop, 1 RSME Regt on 01634 823205.

{Electronic signed on MODNet}

K Rank
WO1 (RSM)
For Station Commander

Enclosures:

1. Notice of Attendance Proforma.
2. Branch Personnel Attendance Nominal Roll.
3. Accommodation Request Proforma.
4. List of Local Hotels.
5. Meal Booking Proforma.

Distribution:

All REA Members via Branch Secretaries (sent via HQ REA)

Copy to:

CO 1 RSME Regt
COS RE RHQ
Adjt 1 RSME Regt
Ops Offr 1 RSME Regt
Provost Sgt 1 RSME Regt

CORPS MEMORIAL WEEKEND 2018 NOTICE OF ATTENDANCE PROFORMA

To: Sgt Basnet
Hackett Troop
1 RSME Regt
Brompton Barracks
CHATHAM
Kent
ME4 4UG

From: _____
Branch _____

Address _____

Email: Mabin.Basnet431@mod.gov.uk

Email: _____

Tel: 01634 823205

Tel: _____

1. Please fill in the table below (in block capitals), accurately showing your Branch's projected attendance for Corps Memorial Weekend activities. Once complete, return it to the above address by **27 July 2018**.

Ser	Information Requirement	Response Y / N	Number(s)	Remarks
1	Will your Branch be attending the Corps Memorial and Veterans Weekend - Chatham 2018?			Including wives/partners attending.
2	Will your Branch Standard participate in the Memorial Parade, Memorial Service and Freedom Parade on Sun 16 Sep 18?		N/A	Y or N response only.
3	Is your Branch entering the darts competition on Sat 15 Sep 18?		N/A	Y or N response only.
4	Will your Branch attend the official function in the Warrant Officers and Sergeants' mess on the evening of Sat 15 Sep 18? (Numbers required for catering purposes)			Include wives/partners in the numbers attending
5	Will your Branch take part in the Memorial Parade on the Regimental Square on Sun 16 Sep 18?			Number of marching contingent only.
6	Will your Branch take part in the Memorial Service in Rochester Cathedral on Sun 16 Sep 18?			Number to show those requiring seats in the Cathedral only.
7	Will your Branch take part in the Freedom of Medway parade on Sun 16 Sep 18 in Rochester High Street?			Number of marching contingent only.
8	Will your Branch require parking provision? (Name of driver, VRN, make, model & No. of passengers - to be forwarded to Sgt Basnet, Hackett Troop, 1 RSME Regt by 27 July 2018 (Enclosure 3).			Indicate total number of vehicles requiring parking provision.

Signed: _____ Name: _____ Branch Appointment: _____

BRANCH PERSONNEL ATTENDANCE NOMINAL ROLL

1. Please fill in the table below with details of all Branch members attending, written in BLOCK CAPITALS.
2. Please supply full details of collective transport (minibus etc.) and any private vehicles your Branch members intend to bring and confirm payment.

From: _____ Branch

Ser	Name	Arrival Date	Vehicle Details			£25 Paid
			Registration	Make	Model	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
						Total Personnel:

ACCOMMODATION REQUEST PROFORMA¹

Branch: _____

Name	Disabilities ² (require ground floor accommodation)	Fri 14 Sep 18 (Nil cost)	Sat 15 Sep 18 (Nil cost)	Remarks

¹ Accommodation within Brompton Barracks is only available for unaccompanied members of the REA.

² Make comments with reference to any disabilities that will affect allocation of accommodation.

LIST OF LOCAL HOTELS

St George Hotel

7 New Road Avenue
CHATHAM
Kent

Tel (01634) 841012
1.5 miles from Barracks

King Charles Hotel

Brompton Road
GILLINGHAM
Kent

Tel (01634) 830303
300metres from Barracks

Mayfield Guest House

34 Kingswood Road
GILLINGHAM
Kent

Tel (01634) 852606
5 minutes from Barracks

MEAL BOOKING PROFORMA

Branch: _____

1. Please fill in the table below in BLOCK CAPITALS and return it to Sgt Basnet, Hackett Troop, 1 RSME Regt by **27 Jul 18**.

Meal timings and prices will be contained in the welcome pack.

Meal		Total Number Taking Meal	Remarks
Lunch	Fri 14 Sep 18		To be taken in Central Mess Brompton Barracks
Breakfast	Sat 15 Sep 18		To be taken in Central Mess Brompton Barracks
Brunch			To be taken in Central Mess Brompton Barracks
Lunch			To be taken in Central Mess Brompton Barracks
Breakfast	Sun 16 Sep 18		To be taken in Central Mess Brompton Barracks
Lunch			To be taken in Central Mess Brompton Barracks