

# Royal Army Physical Training Corps Association Constitution



**2011**

**(Ratified on 10 April 2019)**

*(incorporating the former Army Gymnastic Staff (AGS), Army Physical Training Staff (APTS) Old Comrades' Association and Army Physical Training Corps)*

**THE CONSTITUTION OF THE  
ROYAL ARMY PHYSICAL TRAINING CORPS ASSOCIATION  
(Registered Charity Number - 1053934)**

**Title**

1. The Association shall be called the Royal Army Physical Training Corps (RAPTC) Association, incorporating the former Army Gymnastic Staff (AGS), Army Physical Training Staff (APTS) Old Comrades' Association and Army Physical Training Corps (APTC).

**Objects**

2. The Objects of the RAPTC Association are to promote the efficiency of the Army by:
  - a. Maintaining contact between past and present members of the RAPTC, the AGS, APTS and APTC (hereinafter referred to jointly as the RAPTC).
  - b. Fostering *esprit de corps*, comradeship and welfare of the RAPTC and thereby preserving its traditions.
  - c. Assist, either generally or individually, past and present members of the RAPTC and their dependants, who are in conditions of need by virtue of financial hardship, sickness, disability or the effects of old age (hereinafter referred to as beneficiaries).
  - d. Supporting the formal Ministry of Defence (MoD) policy for Resettlement and assisting RAPTC Association Life Members to find employment on their transition to civilian life and for the remainder of their working life.
  - e. The commemoration and remembrance of those members of the RAPTC who have died while on active service and the encouragement of public recognition of the sacrifice made by such persons.
3. In furtherance of the foregoing Objects, but not further or otherwise, the RAPTC Association, through its Executive Committee, shall have the powers to:
  - a. Maintain a presence at Headquarters RAPTC (to include the Regimental Secretary, RAPTC Association Office and RAPTC Museum) within Fox Lines, Aldershot or such a place as is convenient.
  - b. Take all necessary action for publicising and disseminating information concerning the history, deeds and traditions of the RAPTC.
  - c. Execute and administer exclusively charitable trusts.
  - d. Provide support for, and fostering of, leadership, courage, *esprit de corps*, health and well-being and the Values and Standards of the British Army through participation in Physical Training (PT), Adventurous Training (AT) and Sport.
  - e. Accept or reject any gifts of property, whether subject to any special trusts or not.

## Membership

6. The following categories of membership are available within the RAPTC Association:
  - a. **Life Members.** All ranks, past and present, who have served in the RAPTC will have the right to vote, hold office and wear the insignia of the RAPTC Association. Serving members are granted life membership on transfer into the RAPTC.
  - b. **Associate Members.** Associate Members past and present, of all arms who hold or have held appointments connected with the RAPTC. Associate Members will be welcome to social and ceremonial activities of the Association, but only those elected to office within the Association shall have any voting rights. Associate Members will have no claim on financial or other benefits of the Association.
  - c. **Honorary Members.** Honorary Membership may be conferred by the Association Executive Committee, on any person who can be considered closely associated with the work and aims of the RAPTC. Furthermore, Officers, Warrant Officers and SNCOs of the Commonwealth, Allied and Associated Forces, who have successfully completed a PTI Class 1 Course at an ASPT, may be elected to Honorary Membership. They will have no claim on financial or other benefits of the Association.
  - d. **Exemptions.** The Association Executive Committee has the right to refuse membership to any applicant, or to terminate the membership of any person for reasons which appear, to the RAPTC Association Executive Committee, to warrant such action. In such circumstances, the individual concerned may make written representation to the Executive Committee in his or her defence.

## Subscriptions

7. All serving members shall be invited to contribute through the Day's Pay Giving Scheme.

## Trustees and Executive Committee

8. The Members of the Executive Committee shall be the Trustees of the Association. The Executive Committee shall control the affairs of the Association and will comprise the following (as detailed in Annex A):
  - a. **Chairman.** The Chairman shall be the Commandant RAPTC who shall be a serving officer nominated by the Military Secretary.
  - b. **Vice Chairman.** The Assistant Commandant RAPTC (SMAA) shall be the Vice Chairman.
  - c. **Members.** The members of the Executive Committee shall be:
    - (1) Up to seven (7) retired RAPTC Association members, elected by the Executive Committee in accordance with the Appointment Process set out in clause fifteen (15). At least two (2) are to hold Branch Chair or Branch Secretary appointments.

c. **Responsibilities.** Trustees of the RAPTC Association and its charity, have a joint responsibility, for the general control and management of the Association in accordance with the charity's Constitution. Trustees have, and must accept, ultimate responsibility for directing the affairs of the charity, ensuring that they are solvent, well-run and delivering the charitable outcomes for which they have been created. Trustees are members of the Committee with full voting rights.

d. **Removal.** If and when required, Trustees may be removed from the Executive Committee if deemed appropriate and endorsed by two-thirds of the Executive Committee. In such circumstances, the individual concerned may make written representation to the Executive Committee in his or her defence.

### Supporting Committees

16. The affairs of the Association shall be controlled by the Executive Committee who are the Trustees of the charity and who shall delegate the day to day affairs of the Association to approved committees. The composition and frequency of each committee shall be as follows:

a. **Welfare Committee.** The Welfare Committee will meet as and when required by the Chairman and will consist of a minimum of three (3) members, including the Chairman. The Welfare Committee will comprise the following:

- Chairman - CO ASPT
- Vice Chairman - SO2 P&P HQ RAPTC
- Members - Min of 1 (one) Executive Committee Member, who should, wherever possible, be the Corps SM Adjt
- Secretary - Regimental Secretary

b. **Reunion Organising Committee.** The Reunion Organising Committee will meet as and when required by the Chairman. The Reunion Organising Committee will comprise the following:

- Chairman - CO ASPT
- Members - Co-opted members as deemed necessary by the Chairman
- Secretary - Regimental Secretary

c. **RAPTC Sports Management Committee.** The RAPTC Sports Management Committee will meet twice a year and a quorum shall consist of a minimum of fifty percent of the Committee, including the Chairman. The RAPTC Sports Management Committee will comprise the following:

- President - Commandant RAPTC
- Chairman - Assistant Commandant RAPTC (SMAA)
- Members - RAPTC Sports Representatives
- Treasurer - Regimental Secretary
- Secretary - Corps SM

(4) No resolution shall be deemed carried by a Special General Meeting unless carried by a two-thirds majority of those members present and voting (i.e. not less than 17).

g. **Officiating Officers.** At all General meetings, the Chair will be taken by the Chairman or, in his or absence, by his designated representative for the occasion. In the case of equality of votes upon any question, the Chairman shall have the deciding vote.

## **Finances**

### **General**

18. The three main sources of income for the RAPTC Association are:

- a. Donations by serving RAPTC personnel under the "Day's Pay Giving Scheme".
- b. Return on investments held by the Association.
- c. General donations and grants.

19. The RAPTC Association accounts Fund Manager should normally be the Regimental Secretary/Treasurer.

20. Annually, the Executive Committee will vote upon financial allocations for the forthcoming year. Allocations will be based upon a forecast of expenditure produced by the Fund Manager, compiled from estimates submitted by the Chairmen of the relevant committees.

21. Once approved by the Executive Committee, the Chairman (through the Secretary) will issue letters of delegated financial authority to those allocated funds, giving direction regarding spending limitations and their responsibilities as directed in the RAPTC Association Internal Rules.

### **Investments**

22. The Association has money in various investments and the Trustees will monitor the balance between each and direct that changes be made as appropriate following financial advice.

### **Audits**

23. Annual accounts are to be prepared by the Account Holder in accordance with the Charity Commission's Statement of Recommended Practice. The annual balance sheet will be drawn up as at the thirty first of March each year and all funds will be independently examined annually in accordance with Service Fund Regulations (SFRs).

## **Dissolution**

24. The Association may be dissolved by a Resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for that purpose, of which 21-days notice shall have been given to the members. The RAPTC Association Executive

and account have been accepted by their members, a copy of the report, and nominal roll of members present, shall be forwarded to the Secretary of the RAPTC Association within two (2) months of the Branch AGM.

- e. **Finances.** Branches are to be financially self-sufficient but may apply for financial assistance from the RAPTC Association.

### **RAPTC Association Reunion Weekend**

28. The first Reunion was held in 1909 and, until 2004, Reunion Weekends were held annually on the second weekend in September. From 2006, Reunion Weekends have been held biennially on even years and, where possible, should continue to be held on the weekend in September nearest to the 16<sup>th</sup> September; the formation date of the Corps.

### **Annual Journal**

29. The Journal of the Association, which shall be known as the 'Mind, Body and Spirit' (MBS), will be published annually. The Regimental Secretary will act as the principal Editor.

### **Association Information**

30. Association information will be distributed via various means (ie website) as required to serving and retired members. This will be co-ordinated through HQ RAPTC and through Association Branches for retired members.

### **Badge**

31. The badge of the Association will be the 'Crossed Swords and Crown', which should be worn on the blazer front pocket.

### **Regimental Tie/Scarves**

32. The tie/scarf of the Association will be a miniature 'Crossed Swords and Crown' in red on a black background or Corps Sports Colours where entitled.

Annex:

- A. RAPTC Association Executive Committee Structure.

### **RAPTC Association Executive Committee Chairman:**

Name: E J R Chamberlain

Signature:



Date: 10 April 2019