



WO1 (RSM) JG Rankine RE
Regimental Sergeant Major
1 Royal School of Military Engineering Regiment
Brompton Barracks, CHATHAM, Kent, ME4 4UG

Telephone 01634 82 2337
Fax 01634 82 2834
E-Mail 1RE-RSM@mod.uk



Reference: CMVW 2016

See Distribution

Date: 18 May 16

CORPS MEMORIAL AND VETERANS WEEKEND 16 - 18 SEPTEMBER 2016

1. **Introduction.** The Corps Memorial and Veterans Weekend will take place on 16 - 18 September 2016 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 which have died on operations or otherwise.
2. **Planned Events.** As well as the traditional events such as the Dove Cup Darts Competition and the National Standard Bearers Competition, there will be static displays and a chance to try your hand in the modern RE workshops. In addition the 25m range will be open and a selection of new plant equipment will be available for you to operate. 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. 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 preform (Enclosure 2) and Branch attendance nominal rolls (Enclosure 3) to Sgt Carter, Mcphie Troop, 36 Training Squadron, 1 RSME Regiment with accurate figures for attendance by **31 July 2016**.
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 WOs' and Sgts' 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 **31 July 2016**. 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 Carter on the address in Para 3 by **31 July 2016**, 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 WOs' and Sgts' 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 require to eat prior to the buffets 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 16 September 2016 and 0800-1800 on Saturday 17 September 2016. A detailed programme of events will be issued on arrival.

8. **Security.** The security of Chatham Station is of paramount importance throughout the weekend. In order to maintain the integrity of Station security, all cars will be searched on arrival and all visitors are to carry their REA membership card at all times.

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 Carter by **31 July 2016**.

11. **Correspondence.** All correspondence regarding Corps Memorial Weekend should be labelled in the top left corner of the envelope '**CMW 2016**' (Email to contain this phrase in the subject line). Any questions regarding the weekend, or any special requirements, should be directed to WO1 (RSM) Jamie Rankine on 01634 822337 or Sgt Carter, Mcphie Troop, 1 RSME Regt on 01634 823018.

JG Rankine

JG Rankine
WO1 (RSM)
for CO

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
Adjt 1 RSME Regt
Ops Offr 1 RSME Regt
Sgt Carter
Provost Sgt 1 RSME Regt

CORPS MEMORIAL WEEKEND 2016 NOTICE OF ATTENDANCE PROFORMA

To:

Sgt Carter
 Mcphie Troop
 1 RSME Regt
 Brompton Barracks
 CHATHAM
 Kent
 ME4 4UG

From:

Branch _____

Address

Email: 1RE-36-Mcphie-TpSgt1@mod.uk

Email: _____

Tel: 01634 823018

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 or Fax number by **31 July 2016**.

Ser	Information Requirement	Response Y / N	Number(s)	Remarks
1	Will your Branch be attending the Corps Memorial Weekend - Chatham 2016?			Including wives/partners attending.
2	Will your Branch attend the official function in the WOs' & Sgts' Mess on the evening of Sat 17 Sep 16? (Numbers required for catering purposes)			Include wives/partners in the numbers attending
3	Will your Branch take part in the Memorial Parade on the Regimental Square on Sun 18 Sep 16?			Numbers to show actual marching contingent only.
4	Will your Branch take part in the Memorial Service in Rochester Cathedral on Sun 18 Sep 16?			Number to show those requiring seats in the Cathedral only.
5	Will your Branch take part in the Freedom of Medway parade on Sun 18 Sep 16 in Rochester High Street?			Number to show actual marching contingent only.
6	Will your Branch Standard participate in the Memorial Parade, Memorial Service and Freedom Parade on Sun 18 Sep 16?		N/A	Y or N response only.
7	Is your Branch entering the darts competition on Sat 17 Sep 16?		N/A	Y or N response only.
8	Will your Branch require parking provision? (Name of driver, VRN, make, model & No. of passengers - to be forwarded to Sgt Carter, Mcphie Troop, 1 RSME Regt by 31 July 2016 - See 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.

From: _____ Branch

Ser	Name	Arrival Date	Vehicle Details			Remarks
			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 PROFORMA

Branch: _____

[illegible]

¹ Make comments with reference to any disabilities that will affect allocation of accommodation.

LIST OF LOCAL HOTELS FOR CORPS MEMORIAL WEEKEND 2016

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 Carter, Mcphie Troop, 1 RSME Regt by **31 Jul 16**.

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

Meal		Total Number Taking Meal	Remarks
Lunch	Fri 16 Sep		To be taken in Central Mess Brompton Barracks
Breakfast	Sat 17 Sep		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 18 Sep		To be taken in Central Mess Brompton Barracks
Lunch			To be taken in Central Mess Brompton Barracks

