

The Rifles



Benevolence Guidelines for RHQ, City and County Offices.

(v1 July 2007)

THE RIFLES BENEVOLENT TRUST

General

1. The Rifles Benevolent Trust was formed as a result of the amalgamation of four Regiments known as the Forming Regiments on 1 February 2007. They were:

- The Devon and Dorset Light Infantry (DDLI)
- The Light Infantry (LI)
- The Royal Gloucestershire, Berkshire and Wiltshire Light Infantry (RGBWLI)
- The Royal Green Jackets (RGJ)

2. The aim of the Trust is to help financially, in kind, or in any other appropriate manner serving or ex-serving members of The Rifles, their wives, widows or other dependants who find themselves in need of such assistance. On transfer of funds from Forming Regiments to The Rifles this assistance will be afforded to all members, wives, widows and dependents of those regiments and where appropriate their Antecedent Regiments. A list of Antecedent Regiments is at Annex A to this guide.

Organisation

3. The Rifles Benevolent Trust is a Charity, established by a Deed dated 1 April 2007 registered with the Charity Commissioners for England and Wales. The Trustees are the eight senior serving officers on The Rifles Regimental Council (Ex Officio) and a further 8 to 12 Nominated Trustees with appropriate skills. The offices are in Peninsula Barracks, Winchester where the Assistant Regimental Secretary Finance and his assistant deals with the day to day running of the Trust and the maintenance of accounts. Cases requiring grants are dealt with at once by either:

- a. Regimental Headquarters by the Assistant Regimental Secretary Finance or in his absence another nominated Assistant Regimental Secretary from the Regimental Headquarters.
- b. City/County Assistant Regimental Secretaries whose areas of responsibility are shown at Annex B to this guide.

Cases requiring higher levels of support may be referred to the Army Benevolent Fund or, for additional Regimental support, passed to RHQ. There a Quorum formed from the Regimental Secretary and two Assistant Secretaries may approve grants within approved limits or refer the case to Trustees. Details of all grants are circulated to Trustees on a monthly basis.

Income

4. The income for the Trust comes from three main sources:

- a. Investment Income. This is income from capital sums passed to the Trust by the Forming Regiments. This was accumulated by them over the years from Antecedent Regiments, by legacies from former officers and soldiers, or by contributions via Regimental Subscriptions (Day's Pay scheme).

b. Legacies and Donations. Legacies are from former officers and soldiers or their relatives, but donations come from both serving and former officers and soldiers.

c. Regimental Subscriptions (Day's Pay Scheme). All serving Officers and Riflemen are asked to contribute to the Day's Pay scheme and the vast majority do so. This is known as "Charitable Giving" and is administered through The Regimental Trust Fund. At least fifty one percent (51%) of the income from this Charitable Giving is transferred to The Rifles Benevolent Trust as required by the Charity Commissioners; the balance is used to support regimental activities and the welfare of serving personnel.

Application of Income - Eligibility

5. The income and capital of the Trust can be used to give assistance in any of the following cases:
- a. The relief in deserving cases of those eligible who are in distress as a result of wounds, sickness or other causes beyond their control.
 - b. The relief of widows and dependent children of deceased officers, riflemen or soldiers in needy circumstances.
 - c. The maintenance, education or advancement in life of children of deceased officers and soldiers for whom no parent or relative is able to make provision.
 - d. The granting of allowances or financial help (by way of a grant) in the cases of distress to officers, riflemen or soldiers, widows or dependent children to assist them in temporary difficulties or enable them to gain suitable employment.
 - e. The granting of relief in cases of hardship or distress to dependants of officers, riflemen or soldiers, whether relatives or not.

Requests for assistance

6. a. Serving Officers and Riflemen. Applications should be made through the chain of command. There is an application form (Rifles Benev 1) which is passed to the Commanding Officer for his recommendation and onward transmission to Regimental Headquarters for action by the Assistant Regimental Secretary Finance. In a case of emergency, application can be made by telephone to the Assistant Regimental Secretary Finance who can authorise immediate expenditure. In all such cases a report must be forwarded as soon as possible for confirmatory action to be taken.
- b. Ex-Officers, Riflemen and Soldiers or Civilian Dependants. Individuals should make applications in the first instance to the nearest office of SSAFA Forces Help or The Royal British Legion (Welfare Agencies) who will send a report to RHQ or the appropriate office; this is by far the quickest method. Individuals may approach RHQ or the City/County offices directly but must be aware that a report will be required from an independent ex-servicemen's Welfare Agency.

- 7 Applications from Welfare Agencies will be dealt with either by The Assistant Regimental Secretary Finance at Regimental Headquarters or by City/County Regimental Secretaries in accordance with the guide laid out at Annex B to this guide.

Types of Assistance

8. Assistance will usually be given in one of the following forms:
- a. Grants. These cover such things as disability adaptation (e.g. stair lifts, bath hoists), mobility equipment (e.g. wheelchairs, EPVs), rent, rates, bills, clothing or household necessities. In all cases, there must be a genuine hardship brought about through circumstances and not by the individual's own design.
 - b. Weekly pensions to the old or very sick (including Residential homes). Application will normally be made to the ABF who provide such assistance. The Rifles Benevolent Fund Trustees will consider applications in exceptional circumstances. Applications will be considered by the Quorum and passed to Trustees at the next meeting.
 - c. Legal Assistance. The cost of Legal Assistance will only be met in exceptional circumstances, however the Regiment will attempt to direct the individuals to the proper agency or qualified individual to obtain the necessary advice.
 - d. Employment. County and City Offices have many contacts within the local communities and will wherever possible attempt to signpost the individual to potential employers.
 - e. Education and Training. Assistance may be given where an individual has been identified by a Welfare Agency as requiring retraining due to circumstances caused by a disability or long term unemployment.

Payment of Grants

OTHER THAN IN EXCEPTIONAL CIRCUMSTANCES GRANTS WILL NOT BE PAID TO THE INDIVIDUAL BENEFICIARY. Grants etc are paid either directly to the firm concerned or to the sponsoring Welfare Agency.

GREEN JACKET CLOSE

9. As a result of an appeal in memory of Riflemen who lost their lives during the Boer War, sufficient money was raised in 1904 to build 8 two-bed roomed cottages on a site in Stanmore Lane, Winchester, which was leased from the Ecclesiastical Commissioners and was subsequently purchased. The cottages have all been modernised and 5 of them have each been converted into 2 one-bed roomed flats. In addition 4 two-bed roomed houses, 2 two-bed roomed flats and 2 one-bed roomed flats have been built on the site increasing the total number of housing units available to 21.

Eligibility

10. Residents must be former Riflemen or their widows who are in need of assistance. A register of applicants is kept by the RHQ in Winchester. Application to be registered must be made in writing to the Assistant Regimental Secretary Finance together with testimonials or other evidence of character and stating qualification for appointment. In selecting residents, consideration is given to age (usually over 60), length of service, character, financial situation and any special circumstances such as war wounds or other physical disability. A list of those interested is maintained and a points system is used to determine priority; these are given for:

- a. Rank:
- b. Service:
- c. Age:
- d. Disability:
- e. Special Consideration: i.e. hardship; service for/in Regiment after retirement; Regimental service in TA after retirement.

Although some preference will be given to RGJ applicants, applications for all former and antecedent regiments are welcome.

Conditions of Occupancy

11. a. Residents pay a Weekly Maintenance Charge of approximately 50% of the Fair Rent as assessed by the Local Authority and are responsible for utility bills and Council Tax. Residents are helped to secure appropriate advice from the Local Authority and other agencies by the Resident Warden, to claim housing and other benefits. Maintenance is carried out by The Riflemen's Aid Society (and in due course this will be transferred to The Rifles Benevolent Trust) although residents are expected to make good any damage caused by any act of negligence on their part.

b. Residents must obey the conditions of occupancy drawn up by the RHQ. These are to ensure that no resident performs any act or behaves in such a way that other residents are inconvenienced or that the general amenities of the cottages are lessened.

THE DUKE OF CORNWALL'S LIGHT INFANTRY COTTAGE HOMES

12. There are two cottage homes originally set up as a memorial. These are controlled by their own board of Trustees and administered through the Rifles Office Bodmin who should be contacted regarding any query relating to these homes.

DEVONSHIRE REGIMENT WAR MEMORIAL HOUSES

13. Some years ago the Trustees of these houses handed over 4 properties (one each in Poole and Dorchester with two others in Sherborne) to The Mill Street Housing Society Ltd. However, when a vacancy in these houses occurs they will be offered to anyone leaving the Service and in need of local housing. In the first instance contact will be made with The Rifles RHQ and details will then be circulated to Unit Welfare Officers and County/City Offices.

THE LADIES' GUILD

14. The (Royal Green Jackets) Ladies Guild is governed by a scheme issued by the Charity Commissioners which is currently in the process of being updated so that the Trustees will become the Trustees of The Rifles Benevolent Trust. The Trustees are responsible for looking after the funds of the Ladies Guild, and also make an annual grant from the income of The Rifles Benevolent Trust to support the Guild. Previous support was given by The Riflemen's Aid Society, which in due course is also becoming part of The Rifles Benevolent Trust.

Organisation and Income

15. The Guild is composed of the wives of serving and retired officers who pay an annual subscription into its funds. In addition it has a capital fund which produces an income. Donations are also received from Battalions as a gift or as a result of fund-raising. The Guild is run by an elected, voluntary Executive Committee of around 14 of these wives, who stand for re-election every three years.

Aims

16. The Guild's main role is the relief of wives, widows, children and other dependants of Riflemen and deceased Riflemen who are in need, hardship or distress. In addition to making grants for immediate relief in a financial crisis, the Guild specialises in the following forms of assistance:

- a. Personal visits by members to families in distress. The Guild has members in many parts of England and is usually able to arrange visits.
- b. Assisting battalion wives clubs in a deserving charitable activity, such as payment of transport costs or other similar expenses.
- c. All Ladies' Guild widows are given a grant at Christmas, together with a personal letter from the Chairman and a Regimental Christmas card. Any widows over the age of 70 receive an additional fuel allowance.

Requests for Financial Assistance

17. Most cases are referred to The Ladies' Guild by the Trustees of The Rifles Benevolent Fund. These cases usually come through an outside agency, such as SSAFA Forces Help or The Royal British Legion, who will have visited the wife or widow, assessed their problem and written a report.

Any widow whose husband died whilst serving is automatically taken on by The Ladies Guild.

NB: The Ladies Guild originates from the Royal Green Jackets and its Antecedent Regiments. At present there are only sufficient funds and organisation to continue to look after ex Royal Green Jackets widows. The Chairman of the Guild is in discussion with Commanding Officers and other senior representatives of The Rifles as to how its activities can be widened to include all elements of the new Regiment.

ANTECEDENT REGIMENTS

1. Devon and Dorset Light Infantry
 - a. The Devonshire Regiment
 - b. The Dorset Regiment

2. The Light Infantry
 - a. The Somerset Light Infantry
 - b. The Duke of Cornwall's Light Infantry
 - c. The Somerset and Cornwall Light Infantry
 - d. The King's Own Yorkshire Light Infantry
 - e. The King's Shropshire Light Infantry
 - f. The Durham Light Infantry

3. The Royal Gloucestershire, Berkshire and Wiltshire Light Infantry
 - a. The Gloucestershire Regiment
 - b. The Duke of Edinburgh's Royal Regiment
 - c. The Royal Berkshire Regiment
 - d. The Wiltshire Regiment

4. The Royal Green Jackets
 - a. The Oxfordshire and Buckinghamshire Light Infantry
 - b. The King's Royal Rifle Corps
 - c. The Rifle Brigade

ANNEX B

THE RIFLES AREAS OF RESPONSIBILITY RHQ, CITY AND COUNTY OFFICES

Responsibilities				
Serial	Office	Antecedent Regiments	Forming Regiments	Rifles
1.	RHQ Winchester	Back up and assistance to County and City Offices as required. i.e. when on leave.	LI living in- London, Hampshire, Surrey, Sussex, Kent, Berkshire, Buckinghamshire, Hertfordshire RGJ and antecedent Regiments until determination of responsibilities of London and Oxford Offices	All Serving Personnel and All Officer cases
2.	Bodmin Office	DCLI	LI living in - NI, Cornwall, Devon, Dorset, The Glamorgan's, Gwent, Dyfed	Nearest Rifles office to home
3.	Durham Office	DLI	LI living in - Scotland, Northumberland, Durham, Cumbria, Tyne & Wear, North Cleveland	Nearest Rifles office to home
4.	Exeter Office	D & D and their antecedent Regiments	DDLI	Nearest Rifles office to home
5.	Gloucester Office	The Gloucestershire Regiment	RGBW and RGBWLI	Nearest Rifles office to home
6.	London Office	N/A	RGJ and antecedent regiments areas of responsibility to be defined	Nearest Rifles office to home

Responsibilities				
Serial	Office	Antecedent Regiments	Forming Regiments	Rifles
7.	Oxford Office	N/A	RGJ and antecedent regiments areas of responsibility to be defined	Nearest Rifles office to home
8.	Pontefract Office	KOYLI	LI living in - Yorkshire, Humberside, Lancashire, Derbyshire, Merseyside and Greater Manchester, Lincolnshire, Northamptonshire and Nottinghamshire	Nearest Rifles office to home
9.	Salisbury Office	DERR, The Royal Berkshire Regiment and The Wiltshire Regiment	N/A	Nearest Rifles office to home
10.	Shrewsbury Office	KSLI	LI living in- Shropshire, Herefordshire, Wales (Less those at serial 2 above) Birmingham, Staffordshire, Cheshire, Worcestershire and Leicestershire	Nearest Rifles office to home
11.	Taunton Office	SLI and SCLI	LI living in- Somerset, Wiltshire, Gloucestershire, Norfolk, Suffolk, Essex and Huntingdonshire.	Nearest Rifles office to home



RHQ The Rifles Winchester

Peninsula Bks, Romsey Rd, Winchester, Hants SO23 8TS - 01962 828 529

City / County Offices:

Bodmin: The Keep, Bodmin, Cornwall PL31 1EG - 01208 72810

Durham: Elvet Waterside, Durham City, Co Durham DH1 3BW - 0191 3865 496

Exeter: Wyvern Bks, Exeter, Devon EX2 6AR - 01392 492 435

Gloucester: Custom House, 31 Commercial Rd, Gloucester GL1 2HE - 01452 522 682

London: 52-56 Davies Str, London W1K 5HR - 0207 629 3674 Ext. 4134/4139

Oxford: Slade Park Barracks, Headington, Oxford OX3 7JJ

Pontefract: Minden House, Wakefield Rd, Pontefract, W. Yorks WF8 4ES -01977 703 181

Salisbury: The Wardrobe, 58 The Close, Salisbury, Wilts SP1 2EX - 01722 414 536

Shrewsbury: Copthorne Bks, Shrewsbury SY3 8LZ - 01743 262 425

Taunton: 14 Mount St, Taunton, Somerset TA1 3QE - 01823 333 434 Ext 4663/4665

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