PHILATELY IN ESSEX 2026

"The Blue Book"

Members' Handbook
of the
Association of
Essex Philatelic Societies

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PHILATELY IN ESSEX

THE HANDBOOK OF THE ASSOCIATION OF ESSEX PHILATELIC SOCIETIES

PREFACE TO THE FIFTEENTH EDITION, VOLUME 1

Thank you for reading this Preface. It's not often that people bother to read the notes which an author includes to explain to the reader why he has written the book in the first place. Now that I have captured your attention, ...

First and foremost, this is NOT a rule book. True, it contains the Association's Constitution and Rules. All organisations need rules to avoid chaos, but most rules are common sense in a civilised society and are only invoked when absolutely necessary. What this handbook is primarily intended to do is to act as a repository for the history of the Association and the knowledge and experience built up over more than eighty years of service to organised philately in Essex.

The Association was set up in 1944 to provide a focal point for collectors in Essex and a forum for the exchange of information and experience between member societies.

Over the years, the members of the Association have gathered a vast wealth of experience in running competitions, society meetings, stamp fairs, etc. Much of this was published in the form of leaflets. It is doubtful if anyone ever had a complete set of these!

In 1985, it was felt that a more permanent and readily accessible source of information should be available, and the AEPS Handbook was born in the following year. All society secretaries receive a copy of the handbook and its supplements for reference purposes, and members can obtain copies for their personal use.

The first edition of the handbook was hailed by the late British Philatelic Trust, who part-financed its production, as a valuable contribution to organised philately and it was awarded a certificate Hors Concours at Stampex in 1987.

Inevitably, in an active Association, things develop with time and changes are found necessary. The second edition changed to a loose-leaf format to assist updating. After a series of Supplements, the third edition was published in 2008 to thoroughly update the text. Annual editions have been published since, moving to digital publication in 2015, which allowed the Fourth Edition onwards to be disseminated far wider than earlier editions at no cost to the Association and most readers should find the digital version more accessible.

It is hard to believe that this issue marks the 40th year of publication, under the same editor.

In the interests of the environment. please only print individual pages that you require. It is not necessary to print the whole document.

Members wishing to amend or add to the information contained in this handbook are cordially invited to contact me at the address given in Chapter 31. Changes are welcome throughout the year, not just in the run-up to the next edition! Through the year, the Association publishes a lot of publicity and it is important that each new item carries the latest possible correct information. I would also welcome any suggestions as to information which could usefully be added to the handbook in the future.

Len Stanway.
December 2025.

CHANGES IN THIS EDITION

Changes are:

- All guidance and background chapters and all forms have been reviewed and revised where necessary.
- Details of Executive Committee, member societies, speakers and judges have been checked and updated where necessary.
- The 2026 Combined Programme has been compiled.

All data is believed to be an accurate reflection of information received to the date of going to press.

NOTICE

GENERAL DATA PROTECTION REGULATIONS

Members are advised that the Association has the right to maintain lists of members' and delegates' names, addresses and telephone numbers for the purposes of AEPS communications only. Such lists are not divulged to third parties.

Contact details are given in this handbook where the person concerned has given consent to do so. Members wishing any data to be included, updated or omitted from the handbook should contact the Editor.

Event details are published in the Combined Programme and used in AEPS publicity in good faith on the basis of information provided in the public domain by member societies. Speakers who wish no publicity must ask the societies concerned not to include details in their published programmes.

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CHAPTER ONE

WELCOME TO ORGANISED PHILATELY!

The numerous **volunteers** who together make up the Council and Executive Committee of the AEPS are proud to be small cogs in the huge, world-wide machine of "organised philately" without which many of the events and services which collectors take for granted today would not exist.

This machine can be envisaged as a pyramid, with each stratum dependent on the strata below to support it and make it work and that above to hold it together.

At the head is the **Federation Internationale de Philatélie (FIP)** or International Philatelic Federation, which was founded in 1928, has just one full-time employee and is based in Zurich, Switzerland. FIP's aims are:

- to promote all aspects of philately at international level,
- to promote world peace and friendship through philately,
- to establish regulations governing various activities,
- work closely with postal administrations and with other national and international organisations,
- to support philatelic events of all kinds organised by FIP members.

FIP (its website is www.f-i-p.ch) is governed by a Council comprising full members (the representatives of the principal national body responsible for philately in each of some 79 countries world-wide), associate members (representatives of federations in each continent) and promotional members (representatives of postal administrations where there is no national philatelic associations). This meets once every two years. Day-to-day work is in the hands of the **FIP Board,** comprising the President, three Vice Presidents and five Directors, plus eleven **FIP Commissions** appointed to tackle specific issues. The Commissions cover Aerophilately, Astrophilately, Fight Against Forgeries, Maximaphilately, Philatelic Literature, Postal History, Postal Stationery, Revenues, Thematic Philately, Traditional Philately, Youth Philately. These Commissions cannot change FIP Rules; only the Council can, but they can discuss, and give guidance on, the interpretation of FIP rules as they impact on collectors in their fields.

FIP is, perhaps, best known for its work in the competitive field where it sets the rules for International-level competitions (General Regulations for the Evaluation of Exhibits at FIP Exhibitions (GREX), Special Regulations (SREV) and Guidelines for Judging). These rules are also used by many national bodies, including the UK, for national-level competitions. It also accredits a limited number of International-level competitive events each year. One such is the decennial London international exhibition, last held as Festival of Stamps London 2010.

However, this is just one aspect of FIP's work. It liaises closely with the **Universal Postal Union (UPU)** , the United Nations body which facilitates, by international treaty, the transit of mail from one country to another world-wide, and in the fight to eliminate "undesirable" issues and excess on the part of postal authorities with new issues. It is also active in other areas such as the promotion of youth philately.

The next level comprises the **continental federations**. There are currently three: **Federation of European Philatelic Associations (FEPA)** (founded in 1989) covers 36 Europe and neighbouring countries, **Federation Interamericana de Filatelia (FIAF)** in the Americas and **Federation of Inter-Asian Philately** (**FIAP)** in Asia. These have emerged to enable the development of links between countries on a more local basis, enabling well-advanced philatelic countries to support and encourage their less-developed neighbours through close liaison and allowing a regional perspective to be communicated to other bodies on issues. FIAP, in particular, accredits regional international competitions among the Asian nations which has led to a major increase in the hobby in that region in recent years and a high demand for quality material originating there. These bodies work with FIP, but are not full members of the Council.

The FIP Council and the continental federations are directly made up from the next stratum, the **national representative bodies**. One body in each country takes on the FIP and regional liaison roles, even if more than one national philatelic body exists in the country. In Britain, that body is the **ABPS International Committee**. This committee of the **Association of British Philatelic Societies Limited (ABPS)** is fully self-funded by international competitor fees. As well as its representative role, this committee promotes international exhibitions, accredits UK international-level judges, appoints UK Commissioners to take charge of UK entries in international competitions and nominates UK delegates / candidates for FIP/FEPA posts.

ABPS is a charitable representative body with liability limited by guarantee, governed by a self-appointed Board of Directors from which a Chairman and Vice Chairman is elected at the Annual General Meeting. Through a network of committees, co-ordinators and working groups, the ABPS undertakes many activities, including promoting the hobby through the media, schools, etc., provision of speakers and partial funding for workshops, seminars or lectures to be organised by member societies on various aspects of the hobby, accreditation of national and county-level judges, publication of ABPS News quarterly, a website containing a mass of information useful to society secretaries and members, including the list of accredited judges and displays, etc. Membership of ABPS is open to any local, national or specialist society based in the UK. Regional federations are ex-officio members of ABPS but cannot vote at AGMs. Societies pay an annual capitation fee for each UK-based enrolled member. Individual collectors may join the ABPS as "Friends" or "Patrons" of UK Philately.

ABPS now administers the national stock of display frames which may be hired by societies for events between major national exhibitions.

For legal and protective reasons, organisation of National-level exhibitions is carried out by a subsidiary

company, **ABPS Exhibitions Ltd**. There are two sets of national exhibitions under ABPS auspices:

- **ABPS National Exhibitions**, held occasionally outside London. British national competitions are held both here and at RPSL;
- **Midpex**, an event originally aimed at promoting specialist societies, held biennially (odd years) in the Midlands with dealers and organised by a committee of volunteers on behalf of the Midland Philatelic Federation and ABPS.

(**Stampex**, organised by Stampex Ltd., a subsidiary of the **Philatelic Traders Society** and held in London and formerly known as the **British Philatelic Exhibition (BPE),** no longer includes competitions and is now principally a dealer fair).

The **ABPS Congress Committee** oversees the **Philatelic Congress of Great Britain (PCGB)**, held annually in a different part of the UK, which is probably the social highlight of the philatelic year. AEPS hosted it in 1994 under difficult circumstances between the fall of the erstwhile British Philatelic Federation (BPF) and the creation of ABPS. PCGB is another ABPS limited company, which reflects the scale and importance of this event. It includes a series of lectures, visits and formal occasions including hosting the annual signing of the **Roll of Distinguished Philatelists (RDP)** and is fully self-financing from attendance fees and limited sponsorship.

The RDP is the most eminent award world-wide for services to philately in academic or organisational roles. Founded in 1921 by PCGB, it has been administered since 1994 by the **Roll of Distinguished Philatelists Trust.**

The **ABPS Awards Committee** grants two sets of annual awards for outstanding service to organised philately. The **Congress Medal** has been awarded since 1959 for service over many years at national and international level and the **Awards of Merit** since 1978 for similar activity at society level. Societies having members who have given outstanding service to philately at club level are encouraged to take advantage of this scheme and give their members truly national recognition.

ABPS also administers a **Small Grants Scheme** under which aid can be given to societies for specific projects of merit that will help to popularise the hobby.

Assistance for more scholarly activities may be available from The Philatelic Fund (q.v.) or from the **Stuart Rossiter Trust Fund**, a private charity set up in 1985 to promote publication of works on postal history.

ABPS participates in the independent **Stamp Active Network**, set up to promote youth philately in the UK, through youth competitions and the **Stamps in Schools** promotion for school stamp clubs. The AEPS Youth Officer plays an active role in this project, more details of which can be found below.

The Philatelic Fund is an educational charity trust fund formed in 2014 as successor to the now-defunct British Philatelic Trust. It can provide financial support for projects within very restricted guidelines.

There are two **National Societies** in the UK. Senior is **The Royal Philatelic Society London (RPSL)**, founded in 1869 and the oldest philatelic society in the world. Membership is open, by sponsored election, to all collectors. RPSL, which has as its Patron His Majesty the King, has an extensive library, museum and club rooms in the City of London, provides expertisation services (in which a team of experts give an opinion on the claimed identity of items of philatelic material). RPSL publishes “The London Philatelist” and other publications. It also makes its meeting room available for other societies to hire.

The **National Philatelic Society (NPS)**, formerly the Junior Philatelic Society, similarly has a national membership, open to all, organises similar activities to local societies and has a major library. NPS publishes its own substantial magazine, the “Stamp Lover”.

There are some 20 **county and regional Federations**, of which AEPS is one, each providing services similar to those of the AEPS for their respective areas, and representing ABPS member societies based in their area. These federations usually have a similar structure to AEPS with a Council advised by an Executive Committee.

Specialist societies are, usually, study groups encouraging study of the stamps and postal history of a specific subject or geographical area. Membership is often world-wide and most specialist societies have an impressive range of publications to their credit of great value to the ordinary collector of that field of interest. You do not need to be an expert to join a specialist society, but you may easily soon become one!

A notable specialist society is the **British Thematic Association (BTA),** which combines individual membership for thematic collectors with the function of an umbrella body for thematic societies. Thus, it represents the views of this sector of the UK hobby in FIP discussions on thematic collecting.

By far the largest and most important stratum in organised philately is the **local society**, the foundation on which the hobby stands or falls. This provides meetings and encouragement for collectors at local level, many of whom will never aspire to greater things in their hobby beyond the simple pleasures of collecting stamps and sharing the company of fellow collectors. On the other hand, local societies also provide the breeding grounds for the future generations of organisers, experts and competitors. All the upper strata are dependent on the local society and must give all the support possible to them in their activities.

The stamp trade also has representative bodies. At international level there are three bodies:

- **Association of International Experts on Philately (AIEP)** which provides expertisation on material on request. (Other organisations, such as RPSL, also provide highly-respected expertisation services.)
- **International Association of Philatelic Journalists (AIJP)** , whose membership is open to philatelic writers and editors and which gives support and privileged access to its members.
- **International Publishers of Postage Stamp Catalogues, Stamp Albums and Philatelic Publications Association (ASCAT)** .

At national level, we have the **Philatelic Traders Society (PTS)** which acts as the principal trade association and its subsidiary, **Stampex Ltd.,** which was formed in 1966 to operate two national stamp fairs each year. Other trade associations active in the UK are the **ADPS Stamp Dealers Society**, the **Scottish**

Philatelic Trade Association and the **Universal Dealers Protection Society**.

Finally, we must not forget “unorganised philately”, the **lone collector**. These poor souls keep their collections to themselves and do not know what they are missing. We must all spread the word about how great it is to share the company of fellow collectors!

For information on national and international philatelic activities, you are recommended to visit the ABPS website:

http://www.abps.org.uk

STAMP ACTIVE NETWORK
SUPPORTING OUR YOUNG COLLECTORS

The Stamp Active Network, formerly known as the National Youth Stamp Committee, aims to support all young collectors and junior club leaders throughout the UK. Originally a committee founded to organise the annual Melville Competition, held in memory of Fred Melville, SAN has now evolved into a far-reaching network liaising with the ABPS Federation Youth Officers, and as such is the only nationwide organisation dedicated to encouraging junior philately.

SAN's activities currently include:

1. SAN **junior collectors' stand** at Spring and Autumn Stampex - a fun-filled activity centre, sponsored by the Philatelic Traders' Society.
2. The **British Youth Stamp Championships**, currently sponsored by Stanley Gibbons and held annually at the ABPS national exhibition (in line with the adult competitions). The Championships are aimed at more experienced junior exhibitors. Full details and entry forms are available at
   www.stampactive.co.uk
3. The **Stamp Active Competition**, sponsored by the Great Britain Philatelic Society and held annually. This Competition is aimed at younger collectors, especially those competing for the first time. For further information, see our website.
4. The **website** is designed specifically for youngsters with several sections of information, news, puzzles and competition entry forms etc. A sub-section for club leaders is also on the site, with downloadable activity and information booklets.
5. The **"Kidstamps"** club, run via the website, and open to all young collectors, free of charge. This is particularly beneficial to those who do not have a local junior club.
6. **Workshops** and special seminars for club leaders and young collectors, especially those aiming at international competition. We also hold activity days in partnership with the Royal Philatelic Society London and Stanley Gibbons.

Initiatives for the future include activity packs for children in hospital and creating a more effective nationwide support network for club leaders and school stamp clubs.

SAN is indebted to the ABPS and the PTS as major benefactors and individual sponsors, without whom we would not be able to help our juniors. Regrettably lack of funding is an ongoing problem; our dedicated volunteers are nonetheless indefatigable in their efforts and are always keen to welcome new members to our team. If you would like to help SAN, or make a donation, please contact:

Contact information:
Consult https://www.stampactive.co.uk/

THE ROLE OF YOUTH OFFICERS

Definition of Youth Officer:

For the purposes of Stamp Active Network (SAN), a Youth Officer is one who liaises between SAN Committee, their respective Federation, and the junior stamp collector clubs and club leaders within their Federation.

Role of Youth Officer:

SAN sees the role as incorporating the following responsibilities:

1. To ensure that the club leaders are aware of events, the website. and other sources of information or assistance which may benefit them and their club members.
2. To support new club leaders with initial stocks and information pack on SAN, other sources of materials and assistance.
3. To promote "Kidstamps" and liaise with club organisers (Tim & Maureen Cory. timcory@hotmail.com).
4. To relay information from club leaders to SAN committee for action where needed.
5. To relay information about local club/Federation events to the Website/Publicity Officer.
6. To visit clubs on an annual basis, or when needed.

Role of SAN towards Youth Officers:

By way of supporting Youth Officers, SAN has a reciprocal responsibility as follows:

1. To maintain the liaison between the Committee and the Youth Officers through their representative.
2. To update the website on a timely basis with event news, competition details and other information in particular that related to the "Club Leader" section.
3. To facilitate an effective distribution system of stamps and stock to Youth Officers on a "when required" basis.
4. To support Youth Officers with information on publicity, sponsorship, promotion, etc., as required.
5. To involve Youth Officers in major national events (planning, publicity, management, etc.).

An appeal:

SAN needs more collectors who would be able to give their time to work actively with schools and youth groups to encourage and mentor young collectors. In some instances, such people might have to be police cleared, but, on most occasions, an already cleared person would be present obviating this need.

Kidstamps:

This club has recently been relaunched by StampActive. Youngsters can download an application form from the Kidstamps page of the Stamp Active website. If they send the form off with a large stamp-addressed envelope, they will receive the starter pack and a voucher. If they return the voucher, they will continue to receive further stamps packs and other items every three months.

Donations for Kidstamps can now be sent to: KIDSTAMPS, 9 Liverpool Avenue, Southport PR8 3NE.

CHAPTER TWO

WELCOME TO THE AEPS!

The AEPS is your local philatelic federation, a society for societies, providing the increasingly important bridge between local and national levels.

ORGANISATION:

The Association comprises a **Council**, consisting of up to three nominated delegates from each member society. The Council usually meets as required on a Saturday afternoon at a venue specified in the Combined Programme, chosen to be reasonably central with respect to the spread of member societies. The venue is normally wheelchair accessible. Council discusses forthcoming events, means of promoting philately at all levels and any other matters of interest.

It is supported and managed by an **Executive Committee**, elected by the AGM, which meets between and before the Council meeting to prepare any presentations which may be required and to discuss routine operational matters, organise events, etc.

In November, the **Annual General Meeting**, elects the Executive Committee, sets subscriptions and carries out any necessary changes to the Constitution.

When manpower and facilities are available, AEPS normally sponsors or organises each year a **Stamp Day** (and, sometimes, an **Autumn Rally)**, under the "**StampEssex**" brand, hosted by the Executive Committee or, where possible by a volunteer member society, to provide a social meeting point for all Essex collectors, whether in a member society or not.[1] Each event includes a dealer fair and an exhibition of AEPS competition entries, plus, where appropriate, displays from the host society. Stamp Days and Rallies are occasions for meeting again old friends from all parts of the County, and individual members may find that, even if their particular collecting interest is not shared by anybody else in their local society, they may meet other people with that interest in other societies in the Association.

REPRESENTATION:

The Executive Committee appoints delegates to the Council of the Association of British Philatelic Societies (ABPS) to represent its views and those of its member societies, at National level. It is also represented on the Dawes Cup Inter-County Competition Committee to ensure that its interests are safeguarded there.

BENEFITS OF MEMBERSHIP:

All this, however, may seem remote from the interests and needs of the ordinary collector, who may be asking what the AEPS can do to help him. Here are some of the benefits to collectors in Member Societies deriving from direct and indirect AEPS activities:

What the AEPS Does:

1. Through its meetings, it provides a forum for discussion of matters of common interest to Essex collectors.
2. AEPS provides two-way links for communications between local societies and the ABPS, which, in turn, provides the link to the FIP, FEPA, etc.
3. AEPS provides a more powerful voice for making complaints or suggestions to organisations such as the Post Office, and to uphold the rights of individual members in dealing with the philatelic trade in cases of malpractice.
4. AEPS maintains and publishes, in this handbook, through "AEPS e-News" press releases and through its website, details of member societies, their Secretaries and their meeting places, to facilitate inter-society communication.
5. AEPS produces a quarterly "Essex Philatelic Contact" newsletter giving details of events and other matters of interest to Society members.
6. AEPS maintains and publishes a monthly Combined Programme of forthcoming society meetings and other events with dates and subjects, which is circulated by e-News, etc., to all societies in the Association, BTA, ABPS, etc. This can help avoid clashes between events and double bookings, and enable fast advice of problems, e.g. the death or other incapacity of a booked speaker.
7. AEPS operates a website for improved communication.
8. AEPS organises or sponsors StampEssex.
9. AEPS will assist societies holding both AEPS and society events with advice and practical help. In exceptional circumstances, financial assistance may be possible. The AEPS Security Officer provides advice on matters of security at exhibitions and other events. AEPS will also assist with the provision of stewards at AEPS Stamp Days and Autumn Rallies.
10. AEPS organises county-level competition between societies and their members and provides and maintains trophies to be awarded annually for the best entries. Entries are displayed at AEPS Stamp Days and Autumn Rallies, or as otherwise arranged. Currently there are competitions for the following classes of entries: Traditional, Postal History, Aerophilately, Modern Material, Thematics, Cinderella, Open and Picture Postcard. Additionally, there is a Literature competition for books, pamphlets and philatelic articles published by members of Essex societies.
11. Local events can be publicised through the Association, and items, such as special event covers prepared by member societies, may be sold through the AEPS table at AEPS functions.
12. Members of the Executive Committee members are available at all times to assist and advise societies.

13. AEPS maintains a stock of secure display frames, held in secure store, which can be borrowed by associated societies for use in exhibitions, etc. by arrangement with the Frames Secretary.
14. Direction signs are available for road sign posting at Stamp Days and Rallies, and may be borrowed by member societies for a small fee to cover maintenance.
15. AEPS will assist groups of collectors wishing to form new societies with advice, speakers, the rental of a hall for the inaugural meeting, and, if requested, a member of the Executive to take the chair at the meeting.
16. To help Secretaries to compile their programmes, it maintains and publishes in this handbook a register of Essex speakers, available to talk to societies.
17. The AEPS maintains a register of trained judges, to ensure that a consistent standard is maintained in competitions at local level.
18. AEPS can provide, on request, expert advice on general philatelic matters for every type of collector. In particular, AEPS can advise and assist the survivors of deceased collectors on the most advantageous methods of disposing of collections. Advice on this can be found in this handbook.
19. Whilst AEPS does not aim to compete with the stamp trade in supplying accessories, AEPS does hold stocks of various items for sale to raise funds for Association activities as shown in this handbook.
20. AEPS maintains a Roll of Honour of members of Essex societies who have won national or international awards related to philately.
21. AEPS maintains archives as a repository for the records and memorabilia associated with organised philately in Essex and can provide a speaker or display drawn from these archives.
22. AEPS operates a “100 Club” to raise additional funds to assist its work (currently suspended).
23. Lastly, but most importantly, AEPS seeks to preserve the freedom and independence of all the associated societies and their members whilst promoting the hobby by common activities and dissemination of best practice.

The AEPS does not:

1. Run an exchange packet.
2. Run a postal auction.
3. Expertise stamps.
4. Buy or sell stamps or accessories beyond that service mentioned above.
5. Deal in insurance.
6. Compete for members with local societies.

These are just some of the ways in which the Association can help member societies. Less tangible, but no less valuable, are the contacts that are built up through the AEPS among the societies and their individual members through meetings and StampEssex.

Finally, just as individual collectors benefit by belonging to a local society, so individual societies are strengthened by being members of an association, particularly if they are active in the society. Duties are not onerous - just to pay the very moderate annual subscription (**currently only 70p per society member per annum**) and to send delegates to the Council meetings. The Essex association is one of the most active in the country, but it is only through the positive support of all its members that it can stay that way.

Is there something YOU want AEPS to do? If so, do not just sit there - let us know!

The members:

Basildon Philatelic Society
Benfleet & District Philatelic Society
Chelmsford & District Philatelic Society
Clacton Philatelic Society
Colchester & District Philatelic Society
East Anglia Postal History Society
Epping Forest & District Stamp Club
Frinton & District Philatelic Society
Goodmayes Philatelic Society
Harlow Philatelic Society
Ipswich Philatelic Society
Leytonstone, Wanstead & District Philatelic Society)
Rayleigh & District Philatelic Society
Sudbury & District Philatelic Society
Witham Philatelic Society

CHAPTER THREE

AEPS ON THE INTERNET:

Website:

The AEPS was the first British philatelic federation to have an Internet website, as early as December 1995.

The present site's homepage Uniform Resource Locator (URL) address is

To be advised

The site's host recently closed his operation and a new host and webmaster are in the process of being appointed.

Wherecanwego.com:

The Combined Programme is also incorporated into the "**wherecanwego.com**" website, which gives very wide publicity to events run by members societies, both directly and through spin-offs, such as the Daily Telegraph website and a number of local newspapers who use this source to fill their local news columns.

E-mail:

To keep costs down, as much AEPS correspondence as possible is sent by e-mail. The email addresses of AEPS members are included in the Directory. Regular users of e-mail will be aware that, whilst normal e-mail communication usually does not cause difficulty, problems may be encountered when trying to send files from one user to another. It is worthwhile asking the recipient in advance whether they have the necessary software to read the file and, if not, finding a mutually-compatible alternative format for the information. In general, Portable Document Format (PDF) is the most universal system. Most modern software includes a PDF conversion facility, often as part of the printing or saving menu.

If you change your e-mail address, please do not forget to advise the Secretary and Editor.

If your e-mail is handled by a service supplier that restricts the size or type of file that you can receive, you may find yourself unable to receive some e-mail from AEPS.

E-news:

The Association also uses e-mail to operate an E-news service, by which urgent information and regular publicity updates, such as a monthly list of forthcoming events, are conveyed to philatelists that are resident in our area and to local and philatelic press.

If you or any members of your society do not receive these updates and wish to subscribe to this free service, please send the appropriate e-mail address(es) to the Editor.

If you currently receive these updates and wish to unsubscribe, please contact the Editor.

If you change your e-mail address, please do not forget to advise the Editor.

If your e-mail is handled by a service supplier that restricts the size or type of file that you can receive, you may find yourself unable to receive some e-bulletins from AEPS.

CHAPTER FOUR

CONSTITUTION AND RULES
of the
ASSOCIATION OF ESSEX PHILATELIC SOCIETIES

1. **NAME.**

1.1 The Association shall be known as the "Association of Essex Philatelic Societies", hereinafter called the "Association".

2. **OBJECTS.**

2.1 To promote the advance of philately within the county by:
2.1.1 Holding philatelic events when appropriate.
2.1.2 Encouraging the exchange of visits and displays between societies.
2.1.3 Providing and maintaining a register of philatelists willing to display or judge within the county.
2.1.4 Assisting in the formation of new societies within the county.
2.1.5 Promoting annual competition between member societies.
2.2 To do such other things that may benefit member societies and other philatelists within the County.

3. **MEMBERSHIP.**

3.1 Membership of the Association shall be open to any philatelic society in the county of Essex by application through the Secretary and majority approval of those present and voting at the next meeting of the Council. Applications from philatelic societies outside Essex may be considered by the Council as special cases (see also rule 10.3).
3.2 Life membership may be granted by the Association to those persons who have given service to the Association, such persons to become members of the Council and entitled to vote [2].
3.3 Honorary membership may be granted by the Association to any person for services to philately within the county of Essex. Such an honorary member may attend Council meetings but is not entitled to vote. [3].
3.4 Nominations under Rules 3.2 and 3.3 are to be proposed and seconded by members of the Council. Such nominations shall be submitted in writing to the Secretary at least 45 days prior to the Annual General Meeting and entered on the Agenda for approval.

4. **ADMINISTRATION.**

4.1 The business of the Association shall be administered by a Council, consisting of the Life members and up to three delegates appointed by each society.
4.2 The following duly elected officers shall constitute an Executive Committee, with full powers to take decisions on behalf of the Association on urgent matters arising between Council meetings:
- Chairman;
- Secretary;
- Treasurer;
- Committee Member.

The officers shall report at the next Council meeting on any such decisions. The officers shall have the power to co-opt such additional members as they shall from time to time consider to be necessary.

5. **ANNUAL GENERAL MEETING.**

5.1 An Annual General Meeting of the Council shall be held during the Autumn of each year, of which at least thirty days' notice shall be given to each member of the Council by written Agenda by post or e-mail. Non-receipt or delayed receipt of duly issued notice shall not be grounds for declaring an Annual General Meeting invalid.
5.2 At the Annual General Meeting, the following honorary officers shall be elected:
5.2.1 President (non-executive);
5.2.2 Chairman;
5.2.3 Secretary;
5.2.4 Treasurer;
5.2.5 Committee Member.

5.3 Representatives:
Where a person is required to represent the Association at meetings of another body, any available officer may undertake this task.

5.4 Appointments:
5.4.1 The Executive Committee shall appoint an independent Reviewer to verify the accounts.
5.4.2 Such other roles as may be from time to time necessary shall be appointed by the officers.

5.5 The persons referred to in paragraphs 5.2, 5.3 and 5.4 shall serve for one year commencing immediately after the closure of that Annual General Meeting and terminating, unless re-elected, at the closure of the following Annual General Meeting.

6. **CASUAL VACANCIES.**

6.1 The Committee shall have the power to fill any casual vacancy among the officers and appointments.

7. **EXTRAORDINARY GENERAL MEETING.**

7.1 An Extraordinary General Meeting may be requested by fifteen members of the Council,

or by not less than three Officers, by notice in writing to the Secretary stating the business to be discussed. Such a meeting shall be convened within thirty days of the request being made (unless the requesters specify a longer period; for example, to coincide with the next convenient Council meeting) and written notice stating the business to be discussed given by hand, e-mail or post to all members of the Council such that they could reasonably be expected to receive it at least fourteen days before the meeting. Non-receipt or delayed receipt of duly-issued notice shall not be grounds for declaring an Extraordinary General Meeting invalid.

8. **ORDINARY MEETING.**

8.1 Council meetings shall be held at such time and place as agreed by the officers. At least fourteen days' notice shall be given of such meetings.

8.2 Visitors may be invited at the Chairman's discretion.

9. **VOTING.**

9.1 Voting at all meetings of the Council shall be by simple majority of those persons present and entitled to vote.

10. **FINANCE.**

10.1 Societies shall pay an annual subscription to the Association for each fully paid-up member based on the paid-up membership roll of that society, with a minimum subscription of £5 per affiliated society. [4] Such subscription shall be due on the first day of January of each year. The per-capita subscription for each year shall be agreed by the Council at the preceding Annual General Meeting. [5]

10.2 The membership of each society on which its subscription to the Association is to be assessed shall be that prevailing, junior members to be excluded, at the end of that society's previous financial year.

10.3 Specialist societies with some members residing in Essex may be affiliated at a fixed annual subscription. The subscription for each year shall be agreed by the Council at the preceding Annual General Meeting.[6]

11. **ASSOCIATION YEAR.**

11.1 The Association's financial year shall be from 1st September to 31st August.

12. **REVIEW OF ACCOUNTS.**

12.1 The financial affairs of the Association shall be independently reviewed annually.

13. **RESIGNATION.**

13.1 Any society wishing to resign from the Association shall give notice in writing to the Secretary and will not be entitled to any part of the Association's funds or property.

14. **DISSOLUTION.**

14.1 On dissolution of the Association, all funds and property belonging to the Association shall be passed to any philatelic societies or bodies as the Council thinks fit, but not to individuals.

15. **RULES.**

15.1 These Rules are binding on all members and may only be changed at an Annual General Meeting or Extraordinary General Meeting by a majority of those present and voting.

15.2 Details of any proposed changes to the Rules shall be given with the notice of the meeting.

15.3 The officers shall have power to act in any matter not provided for in these Rules.

Editor's Note: This Constitution was last fully revised by the Annual General Meeting held on 18 November 2023. Subsequent minor amendments will be indicated by endnotes.

THE EXECUTIVE COMMITTEE & OFFICERS

President: John Copeland.

1. The Executive Committee:

Chairman: Ray How.

Secretary: Len Stanway.

Treasurer: Mick Carter.

Committee Member: Colin Evans.

2. Other appointments:

Competition Registrar: Ray How.

Frames Secretary: Ray How.

Press and Publicity Secretary: Len Stanway.

Editor, Essex Philatelic Contact: Len Stanway.

Webmaster: To be advised.

Examiner: To be advised.

Where do I send.....?

- News of events, articles, etc. for the Bulletin?	Len Stanway.
- Forthcoming events and future programme?	Len Stanway (for handbook/publicity) and TBE (for website)
- Changes of Secretary, etc.?	Len Stanway (for handbook/publicity) and TBE (for website)
- Handbook updates?	Len Stanway
- Website updates?	TBE
- Subscriptions?	Mick Carter
- Requests for help with youth activities?	TBE.
- Competition entries?	Ray How
- Seminar applications/suggestions?	Ray How
- Requests for storage boxes, protectors, etc.?	Ray How
- Requests for publications, souvenirs, badges, etc?	Len Stanway
- Requests for e-publicity?	Len Stanway
- Requests for display frames and road signs?	Ray How
- Items for the Archives?	TBE
- Anything else?	Len Stanway

CHAPTER SIX

THE MEMBERS OF THE AEPS

The following information was correct at the time of writing, but is subject to change without notice. Many societies vary their routines at public holidays, mid-summer, mid-winter, etc.! You are recommended to check that a meeting is being held before paying a visit to a distant society (see also the Combined Programme in this handbook). As exchange packets have varying conditions of acceptance, material should never be sent to any Packet Secretary without his prior agreement. Membership numbers are indicative only and vary through the year. Additional contact details can be found in the Directory.

Basildon Philatelic Society (ABPS)

Secretary:	Charlie Mead (01268-522052).
Programme Secretary:	Charlie Mead (01268-522052).
Competition Registrar:	Ian McElwain (01245-456910.
Packet Secretary:	Len Stanway (01268-522305).
Treasurer & Membership:	Len Stanway.
Publicity officer	Len Stanway.
Delegates:	Ian McElwain, Charlie Mead, Alan Taylor.
Venue:	George Hurd Centre, Audley Way, Basildon, SS14 2FL.
Access:	Wheelchair accessible. Parking in grounds of centre.
Normal day and time:	First Monday and third Tuesday, 7.30pm to 9.30pm, all year.
Members:	17.
Membership Fee:	£25 Full, £2 Junior, 50p Associate, per annum (due June), plus £1 attendance fee per meeting (refreshments free).
Display profile:	Typically, two or three sessions of 6 (12-sheet) frames with break.
Website:	http://www.basildon-philatelic.org.uk
Newsletter:	"The Basildon Philatelist" (4 issues p.a., e-news). Editor: Len Stanway.
Facebook Editor:	Mark McShane.

Benfleet & District Philatelic Society (incorporating Southend-on-Sea Philatelic Society) (Not ABPS)

Secretary:	Sue Stacey (07957-725647).
Programme Secretary:	Colin Evans (01268-681958).
Competition Registrar:	As Secretary.
Packet Secretary:	No exchange packet.
Treasurer & Membership:	John Scammell.
Publicity Officer:	Sue Stacey.
Delegates:	Colin Evans.
Venue:	Jubilee Hall, St Barnabas Church, Church Road, Hadleigh, Benfleet SS7 2EJ.
Access:	Wheelchair accessible.
Normal day and time:	First Wednesday, 7.30pm for 8.00pm to 10pm, all year.
Members:	24.
Membership Fee:	£10 per annum.
Display profile:	Typically, two or three sessions of up to 10 (8/10-sheet) frames with break. Speaker information sheet available from Programme Secretary.
Website/Newsletter:	None.

Chelmsford & District Philatelic Society (ABPS)

Secretary:	None. Contact Pat Adams (01245-471626, Chairman).
Programme Secretary:	Pat Adams (01245-471626).
Competition Registrar:	None.
Packet Secretary:	To be advised.
Treasurer:	John Rawlins (01245-420196).
Publicity Officer:	David Everard (01245-465506, 07919-816354).
Delegates:	Nick Harris, Ian McElwain.
Venue:	Christ Church United Reform Church, 164 New London Road, Chelmsford CM2 0AW.
Access:	Wheelchair accessible. Parking in church grounds.

Normal day and time:	2nd Tuesdays, 7.15pm for 7.30pm to 9.30pm, September to November, April to July.
Members:	25.
Membership Fee:	£10 per annum.
Display profile:	Typically, two sessions of 10 (8-sheet) frames with break.
Website:	None.
Newsletter:	Yes (2 issues p.a.). Editor: John Rawlins (01245-420196).

Clacton Philatelic Society (Not ABPS)

Secretary:	Ken Brown (01255-820514).
Programme Secretary:	As Secretary.
Competition Secretary:	Steve Alpe (07810-277275).
Packet Secretary:	Mike Chittock (01255-433347).
Treasurer:	Bob Peters (01255-763658).
Publicity Officer:	Dave Pugh (01255-429849).
Delegates:	To be advised.

Venue:	Clacton Indoor Bowls Club, Valley Road, Clacton-on-Sea, CO15 6NA.
Access:	Wheelchair accessible.
Normal day and time:	First Wednesday, 7.00pm to 10pm, All year.
Members:	23.
Membership Fee:	£5 per annum.
Display profile:	Typically, two sessions of 6 (8-sheet) frames with break.
Website/Newsletter:	None.

Colchester & District Philatelic Society (Not ABPS)

Secretary:	Contact Treasurer Peter Evans (01206-540990).
Programme Secretary:	As Secretary.
Competition Secretary:	None.
Exchange packet	None.
Treasurer:	Peter Evans (01206-540990).
Publicity Officer:	To be advised.
Delegates:	Peter Nason.

Venue:	Room 7, Wilson Marriage Centre, Barrack Street, Colchester CO1 2LR.
Access:	Wheelchair accessible. Parking in grounds of centre.
Normal day and time:	Meetings as announced, 2pm to 4pm.
Members:	12.
Membership Fee:	£10 (Junior free) per annum (due September), plus £2 per meeting.
Display profile:	Typically, two sessions of 10 (8-sheet) frames with break.
Website/Newsletter:	None.

East Anglia Postal History Society (Not ABPS)

Secretary:	John Copeland (01277-218128).
Programme Secretary:	As Secretary.
Competition Registrar:	As Secretary.
Exchange packet	None.
Treasurer:	Alan Moorcroft (01255-851003).
Publicity Officer:	None.
Delegates:	John Copeland, Paul Green.

Venue:	Garden Room, Red Gables Resource Centre, Ipswich Street, Stowmarket, Suffolk IP14 1BE.
Access:	Wheelchair accessible.
Normal day and time:	In person: Saturdays as announced (one or more per annum), whole day 10.30 a.m. or afternoon 2pm for 2.30pm. Zoom as announced.
Members:	34.
Membership Fee:	£20 (hardcopy b/w journal), £10 (e-mail colour journal).
Display profile:	Depends on subject and contributors.
Website:	https://eaphs.webador.co.uk/ .
Newsletter:	Eastern Angle (quarterly, hardcopy or e-mail). Editor: Alan Moorcroft.

Epping Forest & District Stamp Club (ABPS)

Secretary:	Chris Clemens (07368-242074).
Programme Secretary:	To be advised.
Competition Registrar:	Rod Thompson (01992-814152).
Packet Secretary:	To be advised.
Treasurer:	Justin Van Wijngaarden (07872-808903).
Publicity Officer:	Eric Hutton (01992-676917).
Delegates:	Eric Hutton, Martin Boyle.
Venue:	Main Hall, Roding Valley High School, Alderton Hill (entry from Alderton Hill), Loughton, IG10 3JA.
Access:	Wheelchair accessible. Parking in playground.
Normal day and time:	Second Tuesday, 7.45 for 8.00pm to 9.45pm, unless otherwise stated.
Members:	32.
Membership Fee:	£8 per annum.
Display profile:	Typically, two sessions of 10 (8-sheet) frames with break.
Website:	http://www.eppingforeststampclub.uk
Newsletter:	None.

Frinton & District Philatelic Society (ABPS)

General Secretary:	Steve Alpe (07810-277275).
Programme Secretary:	Alan Moorcroft (07801-438341).
Competition Secretary:	Jonathon Juby (01255-673473).
Packet Secretary:	Sue Alpe (07833-647423).
Treasurer:	Mick Carter (07702-862572).
Publicity Officer:	Dave Pugh (01255-429849).
Delegates:	Trevor Potter.
Venue:	Frinton Community Centre, Soken House, The Triangle Shopping Centre, Frinton-on-Sea CO13 0AU.
Access:	Accessible by lift (except wheelchairs). Public free car park adjacent.
Normal day and time:	1st & 3rd Mondays, 7pm to 10pm, except August. Occasional afternoon meetings at 2pm to 5pm.
Members:	35.
Membership Fee:	£25 per annum.
Display profile:	Typically, two sessions of 12 (8-sheet) frames with break.
Website/Newsletter:	None.

Goodmayes Philatelic Society (Not ABPS)

Secretary:	Cliff Cashman (020-8984 9346).
Programme Secretary:	Geoff Mallett (01708-857800).
Competition Secretary:	TBA.
Packet Secretary:	None.
Treasurer:	Steve Reeves (020-8292 5361).
Publicity Officer:	None.
Delegates:	?
Venue:	Methodist Church Hall, Percy Road, Goodmayes, IG3 8UA.
Access:	Wheelchair accessible. Small car park plus on-street parking.
Normal day and time:	First Wednesday, 7.45 for 8pm to 10pm, September to July.
Members:	8.
Membership Fee:	£1 per annum, Associate £1.
Display profile:	Typically, two or three sessions of 6 (8-sheet) frames with break.
Website:	None.
Newsletter:	None.

Harlow Philatelic Society (Not ABPS)

Secretary:	David Button (01279-423514).
Programme Secretary:	None.
Competition Registrar:	None.
Exchange packet	None.
Treasurer:	None.

Publicity Officer: None.
Delegates: None.

Venue: Maidmoore Room, Great Parndon Centre, Abercrombie Way, Harlow, CM18 6YJ.
Access: Wheelchair accessible.
Normal day and time: 2nd and 4th Thursdays, 6.30pm for 7pm to 9pm, all year.
Members: 7.
Membership Fee: £2 per meeting attended.
Display profile: Informal.
Website/Newsletter: None.

Ipswich Philatelic Society (ABPS)

General Secretary: Mike Smith (01473-403904).
Membership Secretary Peter Lickert.
Programme Secretary: Andy Soutar.
Competition Secretary: None.
Packet Secretary: Mike Smith (01473-403904).
Treasurer: Ken Burr (01359-240170).
Publicity Officer: None.
Delegates: Mike Smith.

Venue: Kesgrave War Memorial Community Hall, Twelve Acre Approach, off Bell Lane, Kesgrave IP5 1JF.
Access: Wheelchair accessible.
Normal day and time: First and Third Wednesdays, 1pm for 2pm to 5pm or 6.30 for 7.30pm to 10pm (alternating), September to May.
Members: 64.
Membership Fee: £10 per annum (due September).
Display profile: Typically, two sessions of 9 (10-sheet) frames with break.
Website: www.ipswichphilatelic.uk. Manager: Stephen Teuma.
Newsletter: None.

Leytonstone, Wanstead & District Philatelic Society (Not ABPS)

Secretary: Richard Wood (07765-444070).
Membership Secretary To be advised (contact 020 8989 5082 or membership@lwdps.org).
Programme Secretary: Richard Wood.
Competition Secretary: Richard Wood.
Packet Secretary: Dennis Noe.
Treasurer: Ron Plumb.
Publicity Officer: None.
Delegates: Richard Wood.

Venue: Forest Room, Wanstead House, 21 The Green, Wanstead, London E11 2NT.
Access: Wheelchair accessible.
Normal day and time: Last Monday at 7.30pm to 9.30pm, September to June.
Members: 16.
Membership Fee: £5 per annum.
Display profile: Typically, two sessions of 7 (8-sheet) frames without break.
Website: None.
Newsletter: “Bye-Post” (2 issues p.a., hard copy). Editor: Denis Noe.

Rayleigh & District Philatelic Society (ABPS)

Secretary: Ray How (01702-544632).
Programme Secretary: As Secretary.
Competition Registrar: As Secretary.
Packet Secretary: To be appointed.
Treasurer: Colin Gardner.
Publicity Officer: None.
Delegates: Ray How, Sue Stacey.

Venue: Parish Rooms, Rectory Garth, Hockley Road, Rayleigh SS6 8BA.
Access: Wheelchair accessible. Parking in grounds of centre.

Normal day and time:	Second and fourth Mondays (except bank holidays), 7.30pm for 8pm to 10pm, all year.
Members:	40.
Membership Fee:	£30
Display profile:	Typically, two sessions of 10 (8-sheet) frames with break.
Website:	None.
Newsletter:	Yes (4 issues p.a.). Editor: To be advised.

Sudbury & District Philatelic Society (ABPS)

Secretary:	David Gottesmann (01787-469527).
Programme Secretary:	Ed Hitchings (01787-375939).
Competition Registrar:	Ed Hitchings.
Packet Secretary:	Chris Lushey (01787-310877).
Treasurer:	Chris Lushey (01787-310877).
Publicity Officer:	None.
Delegates:	David Gottesmann.

Venue:	Tudor Church of England Primary School, Tudor Road, Sudbury, Suffolk CO10 1NL.
Access:	Wheelchair accessible.
Normal day and time:	Third Tuesdays, 6.30pm for 7pm to 9.30pm, all year, plus first Tuesday in spring / autumn.
Members:	33.
Membership Fee:	£10 (Family £15.00, Junior Free) per annum.
Display profile:	Typically, 3 sessions of 6 (9-sheet) frames with two breaks.
Website/Newsletter:	None.

Witham Philatelic Society (Not ABPS)

Secretary:	Contact Ian Kelly (07767-633655) or btwphilatelic@btinternet.com.
Programme Secretary:	As Secretary.
Competition Registrar:	TBE.
Packet Secretary:	None.
Treasurer:	Ian Kelly (07767-633655).
Publicity Officer:	None.
Delegates:	Brian Littlefield, Julia Todd.

Venue:	Spring Lodge Community Centre, Powers Hall End, Witham, CM8 2HE.
Access:	Wheelchair accessible. Parking in grounds of centre.
Normal day and time:	First Thursday, 1.30pm for 1.45pm to 3.45pm.
Members:	14.
Membership Fee:	£25.
Display profile:	Typically, two sessions of 8 (8-sheet) frames with refreshment break.
Website/Newsletter:	None.

Summary of Nominal Meeting Days.

Week	1	2	3	4	5
Sun	-	-	-	-	-
Mon+	Basildon Frinton	Rayleigh	Frinton	Rayleigh	Frinton+
Tues	Sudbury	Chelmsford Epping Forest	Basildon Sudbury	-	-
Wed	Benfleet Clacton Goodmayes Ipswich	-	Goodmayes Ipswich	L&W‡	L&W‡
Thurs	Witham@	Harlow	Colchester	Harlow	-
Fri+	-	-	-	-	-
Sat	*	-	*	*	*

* AEPS Council meets on Saturdays as announced. EAPHSC meets on Saturday afternoons as announced. Many societies hold fairs on one or two Saturdays per annum (see Combined Programme).

‡ L&W meets on last Wednesday of the month.

Other Known Societies in the AEPS and Neighbouring Areas (Non-members) :

Note: As there is no regular contact between the Association and these societies, the contact names given below may have changed since information was last received. Information on any other relevant societies would be appreciated. Should these societies wish to seek AEPS Membership, they would be very welcome.

Havering S.C.
Secretary: B K Allen.

Leiston & District P.S. (MAPF)
Secretary: Andy Soutar.

CHAPTER SEVEN

FUND-RAISING

The AEPS receives no external financial support and is dependent for its day-to-day operations on the following sources of finance:

- Accumulated funds from past activities;
- Annual capitation fees from member societies;
- Good will of officers absorbing expenses;
- Occasional fund-raising activities, such as raffles;
- Occasional donations from member societies hosting StampEssex, etc.;
- Occasional hire of display frames to third parties;
- Occasional bequests from closed societies.

A “100 Club” was established to raise additional funds. **It remains suspended due to lack of support.**

CHAPTER EIGHT

AEPS COMPETITIONS – INTRODUCTION

The Association has frequently been criticised for being preoccupied with competitions. It is not – it is just one of our many activities. However, participating in competitions helps one learn more about the material that one collects and can be an exciting change from other philatelic activities.

There are two series of AEPS competitions each year, one normally in the Spring and one in the Autumn. The entries are displayed at the respective stamp days, when held, and/or at the Annual General Meeting. In addition, individual members of member societies are encouraged and supported to go forward to inter-federation, national and even international, if they so wish.

We recognise that society Secretaries are busy people, so we encourage societies to appoint a Competition Registrar or similar person whose role it is to keep track of their members' interest and abilities, organise society competitions and to ensure that members' entries are brought forward for the AEPS and higher competitions at the right time and place.

DISPLAY COMPETITIONS

Each Society may put in one or two entries in each display competition (i.e. up to a total of 8 entries in the Spring and 12 in the Autumn).

Spring:
- **Traditional** (stamps and postal stationery).
- **Postal History & Postmarks**.
- **Aerophilatelic**.
- Results from the three individual competitions count towards a team award, the **Stokes Cup**, whilst the **George Pearson Trophy** goes to the best non-Commonwealth stamps or postal history entry and the **Classic Trophy** goes to the best pre-1901 stamps or postal history entry.
- **Picture Postcards**.

Autumn:
- **Thematic**.
- **Modern Material** (three classes: aerophilatelic, postal history & postmarks or traditional).
- **Cinderella**.
- **Open Philately**.
- **Philatelic Literature.**

Combined results from Spring and Autumn competitions count towards both the **President's Award** for the best overall society and the **Chris Rauch Trophy** for the best novice entrant.

Entries – Where?

Entries must be taken or sent to the person and place shown on the entry form, usually to the AEPS Competition Registrar at the Council meeting.

Entries – When?

At the time and place shown on the entry form. Societies should always plan to have the appropriate entries available for the March and September Council meetings, unless told otherwise.

Entry forms are normally sent out about six months before the competition. They are in duplicate (one to be kept by the Society).

POINTS TO NOTE:
- All display competitions are for 16 sheet entries.
- Entrants should be encouraged to read the rules, so they know where points can be gained and lost.
- Competition Registrars must also read the rules to ensure entries comply before submission.
- Owners of winning entries are normally excluded in the following year only. A list of ineligible persons is maintained in this handbook.
- Trophies must be returned by the Council meeting **before** the next competition, so that they can, where possible, be engraved before presentation.
- Sheets must be in protective covers not larger than 295mm high x 245mm wide (unless stated in the rules).
- Entrants are responsible for their own insurance if needed and AEPS does not accept responsibility for this. It is recommended that specialised philatelic insurance is used instead of having collections under normal household policies. This is relatively inexpensive and the specialist insurers better understand the needs of collectors.

INTER-FEDERATION COMPETITIONS

AEPS usually participates in two competitions at higher level.
- The **Dawes Cup** is a competition between teams representing the main federations of the Home Counties. It is for 16 sheet entries.
- The **Inter-Fed** is a national inter-federation team competition organised by the ABPS. It is for 32 sheet entries and there is a separate, parallel competition for young people.

In both cases, the AEPS Competition Registrar requests volunteers to submit their names for consideration as participants in the Essex team. Nomination forms are to be found in this handbook.

If there are more potential entries than places on the team, a meeting of the Inter-County Competitions Selection Committee is called to review the entries and decide the best overall team.

QUIZ COMPETITION

This was normally held at the Autumn event each year, but it was decided in 2011 to discontinue the quiz due to lack of support over a number of years. It was left to the discretion of future event organisers whether they may wish to revive the quiz on a one-off basis.

CHAPTER NINE

AEPS DISPLAY COMPETITIONS RULES

1. RULES FOR ALL DISPLAY COMPETITIONS

1.1 ELIGIBILITY.

1.1.1 All entrants must represent a member society of the Association of which the entrant is a member. Entry must be through that society.

1.1.2 Each entry in the individual competitions must be the bona fide property of one member of the competing society, written up and prepared by the owner.

1.1.3 No entrant may place more than one entry in a single individual competition, but he may enter more than one individual competition. Societies should note that only one entry per person may count towards the team competitions.[7]

1.1.4 Any deviation from these rules shall disqualify the entry from the individual competition in which it is entered and that entry shall not count towards the team competitions.

[1.1.5 [8]]

1.1.6 Individual owners of sheets which won one of the individual competitions shall not compete in that competition in the following year.

1.2. TROPHIES.

1.2.1 All trophies have been presented for annual competition and remain the property of the Association.

1.2.2 Trophies associated with individual competitions shall be awarded at the Spring or Autumn exhibition at which the relevant entries are displayed. Team and special trophies shall be awarded as follows:

Spring: Stokes Cup, Classic Trophy, George Pearson Trophy.

Autumn: President's Award, Chris Rauch Trophy.

1.2.3 All trophies shall be held by the winning individual, or his or her society or winning society for one year, or until the Council meeting preceding the next competition, whichever is earlier. [7]

1.2.4 Winners of trophies shall be responsible for the safe keeping and return of trophies by the date designated by the Competition Registrar. Insurance shall be effected by the Association.

1.2.5 The Association shall arrange the engraving of the trophies. Trophies must be returned to the Competition Registrar at or before the Council meeting prior to the competition to allow time for engraving.

1.3 THE ENTRY.

1.3.1 Each sheet shall be contained in a protective cover.
(Note: To assist display mounting, entrants are requested to use lightweight protectors, wherever possible.)

1.3.2 The size of each sheet, including its protective cover, shall not exceed 295mm high x 245mm wide. Larger sheets will be accepted but they must be in multiples of the standard size. [9] The multiples chosen must be compatible with display of a four-by-four single sheet arrangement. Entrants wishing to enter such multiple-size sheets must contact the Competition Registrar in advance. The entrant is responsible for providing suitable means for packaging and transporting the sheets.
(Note: To assist display mounting, margins at left and right should recognise the possible need to overlap sheets when mounting the display. Entrants should also leave a margin of at least 10mm at top and bottom of sheets.) [7]

1.3.3 Each sheet of the entry must be numbered on the back to indicate where the sheet must be positioned for judging and display. Entries will be laid out for judging and display with sheets 1 to 4 forming the top line of the frame with sheets 5 to 8 below them. Sheets 9 to 12 and 13 to 16 will be similarly displayed on an adjacent frame or, if 16 sheet frames are used, immediately below sheets 1 to 8.[10]

1.3.4 Except as otherwise specified in the rules for the Cinderella Competition, postal or philatelic items acceptable for inclusion in entries include the following:

- Stamps/stationery issued for local posts, including railway, sea or air letter services, where there is evidence that this material was used to provide a public postal service;
- Fiscal/revenue/telegraph stamps/stationery, where such material was used for postal purposes or where inclusion of such material is essential for completion or explanation of an entry otherwise based on postage material.

The use of such items should be in moderation and entries consisting exclusively or substantially of such material may be penalised by the judges. All other local post, fiscal, revenue and telegraph material not falling within the above guidelines should be avoided.

1.4 ADMINISTRATION.

1.4.1 Each competing society shall specify in which of the Individual Competitions and, where applicable, class in which each entry is to compete, but the Competition Registrar may, on the advice of the judges, transfer an entry to another Competition and/or class if an entry is not considered to qualify for the specified competition/class.

1.4.2 The name of the society or individual entrant shall not identify the entry until after the judging. Deviation from this rule will disqualify such entry from the Individual Competition and that entry will be ineligible for participation in the Stokes Cup or President's Award.

1.4.3 The names of the members providing the entries shall be given to the Competition Registrar on the entry form.

1.4.4 All entries are to be delivered to and collected from the Competition Registrar by the entering Society as he shall direct. Every reasonable care will be taken to ensure their safe return to the societies, but neither the Association nor any of its Officers shall be held responsible for any damage or loss however caused.

1.4.5 Competitors are advised to make their own and full arrangements for insurance during the period that the entries are out of their possession.

1.5 JUDGING.

1.5.1 All entries which comply with these rules shall be judged prior to the event at which entries are to be displayed, at the time and place arranged by the Competition Registrar.

1.5.2 Judges shall be appointed by the Competition Registrar. They shall be competent, well-known philatelists in the fields to be judged, and the judges' decisions shall be final.

1.5.3 Each individual competition shall be judged and marked separately.

1.5.4 The judges shall be requested to provide brief written remarks in respect of each entry.

1.6. AWARDS.

1.6.1 In the Individual Competitions, the winning entry in each Competition shall be that awarded the highest total number of points by the judges.

1.6.2 Team and special awards shall be granted according to the rules for those awards.

1.6.3 In the event of a tie in any competition the award shall be shared.

1.7. DISPLAY.

1.7.1 Entries in the individual competitions shall be displayed at an exhibition held in Spring or Autumn as follows:

Spring: Traditional, Postal History & Postmarks, Aerophilatelic. [7]

Autumn: Thematic, Modern Material, Cinderella.

1.7.2 Every effort shall be undertaken to display all entries. In the event of insuperable space limitations, only the higher placed entry from each society in each competition shall be displayed.

2. RULES FOR INDIVIDUAL COMPETITIONS

2.1 TRADITIONAL COMPETITION (STAMPS & POSTAL STATIONERY).[7]

2.1.1 Number of entries per society: One or two.

2.1.2 Number of sheets per entry: Sixteen. [10]

2.1.3 Entries must be of a philatelic nature and may comprise one or more countries or subjects, not necessarily highly specialised. Any traditional entry not eligible for the Aerophilatelic and Postal History & Postmarks Competitions shall be judged as part of the Traditional Competition. [7]

2.1.4 Postal stationery may be entered in Traditional or Postal History & Postmarks competitions, depending on context in which it is shown. [7]

2.1.5 Each entry shall be judged according to marking scheme 1 in Schedule 1.

2.2 POSTAL HISTORY & POSTMARKS COMPETITION.

2.2.1 Number of entries per society: One or two.

2.2.2 Number of sheets per entry: Sixteen.[11]

2.2.3 Entries in this competition must be made up entirely of material with a postal history association and/or postmarks or postal markings.

2.2.4 Postal stationery may be entered in Traditional or Postal History & Postmarks competitions, depending on context in which it is shown. [7]

2.2.5 Each entry shall be judged according to marking scheme 2 in Schedule 1.

2.2.6 The Postal History Trophy shall be awarded to the entry that gains the highest number of points.

2.2.7 The Great Britain Postal History Trophy shall be awarded to the highest placed entry in this competition which consists entirely of GB and/or GB-related material including that relating to postally independent islands up to the date of independence. In the event of a tie, the Judges will decide the winner. [7]

2.3 AEROPHILATELIC COMPETITION.

2.3.1 Number of entries per society: One or two.
2.3.2 Number of sheets per entry: Sixteen. [11]
2.3.3 Aerophilatelic entries should be based on the study of philatelic material prepared for or conveyed by airmail, whether official or unofficial, and may contain items commemorating aerial meetings and events. Relevant advertisements, photographs, notices, press cuttings, maps, leaflets, etc., may be included, and also autographed letters relating to aero-postal history. (Note – entries comprising wholly or mainly stamps, whether mint or used are unlikely to be appropriate for this competition, but probably relevant to a thematic competition),
2.3.4 Each entry shall be judged according to marking scheme 3 in Schedule 1.
2.3.5 The Aerophilatelic Trophy shall be awarded to the entry that is awarded the highest number of points by the judges.

2.4 THEMATIC COMPETITION.

2.4.1 Number of entries per society: One or two.
2.4.2 Number of sheets per entry: Sixteen.
2.4.3 The thematic collection must, starting from the subject on the stamps, the postal or philatelic documents, assembled within a set plan, develop a theme, present a thesis, or illustrate an idea. [7]
2.4.4 A small number of non-philatelic items, e.g. maps or illustrations, shall not disqualify the entry if the theme/subject is thereby enhanced, but entries consisting substantially of non-philatelic ephemera should not be submitted.
2.4.5 Each entry shall be judged according to marking scheme 5 in Schedule 1. [12]
2.4.6 The Thematic Trophy shall be awarded to the entry which gains the highest number of points.

2.5 MODERN MATERIAL COMPETITION.

2.5.1 Number of entries per society: One or two per class. [13]
2.5.2 Number of sheets per entry: Sixteen. [14]
2.5.3 To be eligible for this competition, all philatelic material contained in the entry should have been first issued by a postal authority (in the case of Traditional) or used (postal history) in the period bounded by:
- The date of the competition,
- The first day of January of the year preceding by 30 years the date of the competition,

i.e. if the competition were to be held on 5 July 1994, material must have been issued between 1 January 1964 and 5 July 1994. [7]
2.5.4 The entrant shall specify in which of the three classes listed below the entry is being submitted. Each class shall be judged and marked separately in accordance with the rules governing their respective individual competitions:
2.5.4.1 Traditional class (see paragraph 2.1).[15]
2.5.4.2 Postal history and postmarks class (see paragraph 2.2).[15]
2.5.4.3 Aerophilatelic class (see paragraph 2.3). [15]
2.5.5 Any entry deemed not eligible for the aerophilatelic or postal history and postmarks classes will be judged in the Traditional class. [7]
2.5.6 Except in the case of aerophilatelic entries, a small number of non-philatelic items, e.g. maps or illustrations, shall not disqualify the entry if the entry is thereby enhanced, but entries should not consist substantially of non-philatelic ephemera. Aerophilatelic entries shall be subject to paragraph 2.3.3.
2.5.7 The Modern Material Competition Trophy for each class shall be awarded to the entry in that class which gains the highest number of points. [13]

2.6 CINDERELLA COMPETITION.

2.6.1 Number of entries per society: One or two.
2.6.2 Number of sheets per entry: Sixteen.[14]
2.6.3 For the purposes of this competition, a “Cinderella” shall be defined as any printed or embossed label or impression, other than a postage stamp recognised as such by the Stanley Gibbons Stamp Catalogue [16], which is intended:
2.6.3.1 - as a receipt for carriage of a letter or parcel, or
2.6.3.2 - as a receipt for the payment of taxation, fee or savings, or
2.6.3.3 - as a souvenir of a philatelic or cultural event, or
2.6.3.4 - as a label for affixing to mail for official purposes or in support of a charity or for other propaganda purposes.
2.6.4 Postal stationery eligible for entry in the Traditional Individual Competition shall not be eligible for entry in this competition, but stationery which, had it been a stamp, would have been classed as Cinderella can be accepted. [7]
2.6.5 An entry may contain, or be composed solely of, examples of Cinderellas used on covers or other contexts.
2.6.6 An entry should not contain postcards and other ephemera unless directly relevant to the Cinderellas being displayed. Excessive use of such material may be penalised.
2.6.7 Each entry shall be judged according to marking scheme 4 in Schedule 1.[17]

(2.7 Reserved)

2.8 OPEN PHILATELY TROPHY.

2.8.1 Number of entries per society: One or two.
2.8.2 Number of sheets per entry: Sixteen.
2.8.3 The competition is open to entries which combine philatelic material with objects from other collecting fields in support of, and in

order to develop, an understanding of the philatelic material shown. This provides an opportunity to present the range of research undertaken, by showing the philatelic material in its cultural, social, industrial, commercial or other context, and to show wider and deeper knowledge of the topic.

2.8.4 Entries must contain at least 50% philatelic material and may contain up to 50% non-philatelic material. Philatelic material means material included in any other philatelic exhibiting category. Non-philatelic items must not exceed 5mm in thickness.

2.8.5 Entries must have a title and introductory page.

2.8.6 Each entry shall be judged according to marking scheme 6 in Schedule 1.

2.8.7 These rules shall take effect as from a date to be determined by a resolution of the Council of the Association.[18]

2.9 PICTURE POSTCARD TROPHY. [19]

2.9.1 Number of entries per society: Open.

2.9.2 Number of sheets per entry: Sixteen.

2.9.3 Definition of a "picture postcard":
A picture postcard must have an illustration. Furthermore:
- A postally-used picture postcard must show that it has been sent as a postcard through the post.
- A picture postcard not sent as a postcard through the post must have printed text indicating that it is intended to be posted without an envelope as a postcard (for example, the words "Post Card", a space for a stamp, (where appropriate) a vertical line dividing the address side in two).

2.9.4 Entries must be composed of picture postcards as defined above.

2.9.5 Entries must have a title and plan.

2.9.6 Each entry shall be judged according to marking scheme 7 in Schedule 1.

2.9.7 These rules shall take effect as from the Spring 2012 competitions.

3. RULES FOR TEAM COMPETITIONS

3.1 STOKES CUP.

3.1.1 To be eligible for the Stokes Cup, competing societies shall at least have submitted either two entries in the Traditional Competition and one in the Postal History & Postmarks Competition, or one entry in the Traditional Competition and two entries in the Postal History & Postmarks Competition. One entry in the Aerophilatelic Competition may take the place of one entry in the Postal History & Postmarks Competition. [7]

3.1.2 The three entries counted for the Stokes Cup must be by different members of the society.

3.1.3 For the purposes of the Stokes Cup only, a combined schedule of results for the Postal History & Postmarks Competition and the Aerophilatelic Competition shall be compiled, with the entries placed according to the marks awarded.

3.1.4 The Stokes Cup shall be awarded to the society obtaining, for a combination of three entries as described in 3.1.1 above, the lowest aggregate score obtained by adding the placings of the three highest placed, eligible entries in the Traditional Competition and in the combined schedule of the Postal History & Postmarks and Aerophilatelic Competitions, and not by adding the actual points as awarded by the judges. [7]

3.1.5 Sheets winning the Stokes Cup shall not be entered again for the Stokes Cup at any time.

3.2 PRESIDENT'S AWARD.

3.2.1. To be eligible for the President's Award, competing societies shall have submitted entries in three or more of the Individual Competitions in that calendar year, at least one entry being in the spring and at least one being in the autumn.

3.2.2 The Award shall be given to the society achieving the highest aggregate marks for its entry in each of the Individual Competitions entered by it in that calendar year, but, if a society shall have entered more than three of the Competitions, only the three eligible entries which gained the highest marks shall be counted. [20]

3.2.3 If any society shall have more than one entry in any Individual Competition, only the highest placed eligible entry shall be taken into account. [21]

3.2.4 In the event of a tie, the Award shall be shared.

3.2.5 If no society has entered a minimum of three of the Individual Competitions in the year, the Trophy shall not be awarded in that year.

3.2.6 The maximum number of entries by a single person counted for the President's Award shall be two, of which one must be in the Spring Competitions and one in the Autumn Competitions.

4. RULES FOR AWARDING SPECIAL TROPHIES

4.1 GEORGE PEARSON TROPHY.
The George Pearson Trophy shall be awarded to the highest placed (by position) Traditional or postal history entry containing only foreign material. In the case of a tie, the entry gaining the higher number of marks shall be the winner. Any material listed in Stanley Gibbons Part 1 catalogue shall not be eligible for the award. [7]

4.2 CHRIS RAUCH TROPHY.
The Chris Rauch Trophy shall be awarded to the highest marked entrant in the individual competitions who has not previously won an award at county level or

above. [22] In the event of a tie on marking, the trophy shall be awarded to the entrant having the higher placing. [23]

4.3 CLASSIC TROPHY:
The Classic Trophy shall be awarded to that entry, amongst those entered in the Traditional and Postal History & Postmarks competitions, that consists exclusively of material issued or used prior to 1 January 1901 and gains the highest mark among qualifying entries. In the event of a tie, the Judges shall decide the winner. [24]

5. CERTIFICATES

From a date to be decided by the Council, each entrant in subsequent competitions shall receive a certificate stating the grade awarded by the judges, according to the following scale of marks: [25]

Gold	85 marks or more
Large Silver Gilt	80-84 marks
Small Silver Gilt	75-79 marks
Silver	70-74 marks
Silver Bronze	60-69 marks
Bronze	50-59 marks
Certificate of Participation	Up to 49 marks

6. **ADMINISTRATION OF RULES**

6.1 In the administration of these rules during a competition, the decision of the Competition Registrar shall be final so far as that year's competition is concerned.

6.2 The Council of the Association reserves the right to amend these Rules if considered necessary at any time.

6.3 Except as provided for in 6.1 above, the Council shall have power to decide any matter concerning the competitions which is not covered by these Rules and its decision on all matters affecting the Competitions shall be final.

7. EFFECTIVE DATE.

These rules shall apply to all display competitions held on or after 1 January 2002. [7]

NOVICES TROPHY COMPETITION RULES

(Model Rules for possible future use)

2.7 **Novices Trophy**

2.7.1 The competition is open to one member nominated by each society affiliated to the AEPS, who must have been a winner in the preceding 12 months of that society's own novices competition(s). In the event of any society not submitting an entry, the Registrar may, at his discretion, permit other competing societies to submit an entry from a second member, being a winner of the society's novice competition(s) in the 24 months preceding to AEPS Competition.

2.7.2 The entrant must not have previously won a display competition at County level or above. A society may nominate a runner up of its competition(s) if the winner is no longer eligible for this competition.

2.7.3 The subject of the entry must fall within one of the following classes:

2.7.3.1 Traditional Class.

2.7.3.2 Postal history and/or postmarks Class.

2.7.3.3 Thematic Class.

2.7.3.4 Aerophilatelic Class.

2.7.4 Winners of the trophy shall not compete for this trophy again at any time.

2.7.5 Judges will be appointed by the Executive Committee of the Association from within its own number. The judges' decision shall be final.

2.7.6 In judging the entries, points shall be awarded according to the relevant marking schedules for the class specified for the equivalent individual competition.

2.7.7 These rules shall take effect as from a date to be determined by a resolution of the Council of the Association.

Schedule 1

MARKING SCHEMES [26]

1. Traditional (Stamps & Postal Stationery Entries):
2. Postal History & Postmark Entries:
3. Aerophilatelic Entries:
4. Cinderella Entries:

		Max.
1.	Presentation	15
2.	Condition	15
3.	Rarity	10
4.	Philatelic and related knowledge, and personal study	35
5.	Treatment	25
	TOTAL	100

5. Thematic Entries:

		Max.	Sub-Total.
1.	Treatment:		
	Title and plan:	15	
	Development:	15	
	Originality:	5	35
2.	Philatelic Knowledge, Study and Research:	15	
	Thematic Knowledge:	15	30
3.	Condition:	10	
	Rarity:	10	20
4.	Presentation:	15	15
	TOTAL	100	100

6. Open Philately Entries:

		Max.	Max.
1.	Treatment:		30
	- Title and Plan	10	
	- Philatelic treatment	10	
	- Non-philatelic treatment	10	
2.	Knowledge and Research:		35
	- Philatelic knowledge and research	20	
	- Non-philatelic knowledge and research	15	
3.	Material:		30
	- Condition	10	
	- Rarity	20	
4.	Presentation	5	5
	TOTAL	100	100

7. Picture Postcard Entries:

			Max.
1.	Idea, Plan and Treatment of the topic	Idea, Plan	10
		Treatment	20
2.	Knowledge and Research		35
3.	Condition and Rarity	Condition	10
		Rarity	10
4.	Presentation		15
	TOTAL		100

CHAPTER TEN

AEPS PHILATELIC LITERATURE COMPETITION RULES

1. **Object.**

1.1 The object of the award of the Trophy is to encourage amateur philatelic writers.

2. **The Competition.**

2.1 The Trophy is for annual award. If, in any year, in the opinion of the Association, the number of entries does not justify the consideration of making the award, the award shall not be made.

2.2 The Trophy will remain the property of the Association and will be held by the winning member for one year or until the occasion of the next award, whichever period is the shorter.

2.3 The award is open to members of a society affiliated to the Association.

3. **Entries.**

3.1 Society secretaries shall arrange the delivery of entries to the Registrar or as he shall direct.

3.2 The names of the members providing the entries shall be given to the Competition Registrar on the entry form.

3.3 Entries, which shall be in the English language and of a philatelic nature, may comprise published specialised works, handbooks, studies, and articles by philatelists or philatelic societies.

3.3.1 In alternate years, the competition shall be held for books (in even numbered years) and for articles (odd numbered years).

3.3.2 Subject to Rule 4.4, the entries must have been published in the twenty-four months preceding the closing date for the submission of entries.

3.3.3 The same edition of a publication which has previously been awarded the Trophy shall not be eligible for entry. Annual or biennial publications which do not differ radically from a previous award are not eligible for entry for the next four awards for which it would otherwise be eligible following receipt of the award.

3.3.4 Society journals are excluded, but individual articles therein may be submitted.

3.4 One copy of each entry will be required for submission to the judge(s) not less than one month before the date of the judging of the award in order that the judge(s) can assess the merit of each entry. The closing date shall be determined by the Competitions Registrar.

3.5 The entries shall be returned to the entrants following the event at which the entries are displayed. Every reasonable care will be taken to ensure their safe return to the entrants, but neither the Association nor its Officers shall be responsible for any damage or loss however caused.

4. **Judging.**

4.1 Judges, who shall be competent in the field of philatelic literature, will be appointed by the Association as required. The judges' decision shall be final.

4.2 In judging each entry, points shall be awarded on the following basis:

4.2.1 **Specialised works, handbooks, and studies**:

	Max.
Critical appreciation of contents	30
Knowledge and research	30
Clarity and arrangements of contents	20
Interest to collectors of the subject of the entry	20
TOTAL	100

4.2.2 **All other entries**:

	Max.
Critical appreciation of contents	35
Knowledge and research	30
Clarity and arrangements of contents	35
TOTAL	100

4.2.3 The quality of the reproduction shall not enhance the merit of the entry, but poorly produced entries will be liable to downgrading.

4.3 The trophy shall be awarded to the entrant of the entry receiving the highest number of points, and, in the event of a tie, the holding of the trophy shall be shared. If the judges consider no entry to be of sufficient merit, the Association reserves the right not to make the award.

4.4 If in any year no award is made, the entries will be returned to the entrants and shall be eligible for submission for the next following award.

Guidance Note: In respect of entries which have been published commercially, the entrants shall be deemed to have obtained any necessary consent from the Editor.

Editor's Note: This text was adopted at the Council meeting held on 28 February 1987. Rules 3.1, 3.4 and 3.5 were amended by the Council meeting on 3 July 2010.

Note: The trophy must be returned to the Competition Registrar at or before the Council meeting preceding the competition to allow time for engraving.

CHAPTER ELEVEN

AEPS INTER-SOCIETY QUIZ TROPHY RULES

1. **Entry.**

1.1 The Quiz shall be open to any affiliated society of the AEPS, except the organising society.
1.2 Each society (except as above) may enter one team consisting of three members. No one member shall be included in more than one team.
1.3 Individual members of the winning team may not compete in the following Quiz.
1.4 Entries must be submitted to the organising society on the official form by the date indicated thereon.

2. **Organisation.**

2.1 The Quiz may be held and the trophy awarded annually unless otherwise agreed, preferable at the Autumn Rally.
2.2 The society organising the rally shall provide the Question Master and the Scorer and also undertake the arrangement of the Quiz.
2.3 Except as indicated in 5. below, teams shall compete against each other in rounds of three teams at a time. Teams will draw for rounds and answer orally. Any odd team will have a bye to the next round.
2.4 With up to nine competing teams, there shall be a time limit of twenty minutes to the beginning of the last round of questions. With over nine teams, the time for each contest may be shortened at the discretion of the Question Master.
2.5 All entrant teams shall attend on the question master at the time announced for the start of the quiz. Teams not present will be disqualified.
2.6 The question master shall announce at the start the format of the quiz (number of rounds, number of questions in each round, etc.) and shall not depart from this, except where a tie-break is required. The means of tie-breaking and means of gaining bonuses shall be announced in advance. (See also 3.3).
2.7 The organising society shall be responsible for ensuring:
2.7.1 That sufficient questions are prepared for the number of teams and rounds required.
2.7.2 That the questions are well-balanced and varied, and that they are unambiguous.
2.7.3 That questions are asked in the order in which they come without selection.
2.7.4 That questions are not asked more than once in a given competition.

3. **Answering.**

3.1 Questions can be answered by any member of a team, consultation between members being allowed.
3.2 Each team shall answer the same number of questions in each round (except bonus questions as below). Each question shall have the same points value, but may be made up of separate parts to reach this total.
3.3 Should a team give a wrong answer, or fail to begin an answer within ten seconds, it shall be offered as a bonus to the first competing team to indicate (hand raising, etc.) who will be allowed no time to consider the question. If wrongly answered, the question may be offered to the last team then competing.
3.4 In the event of a tie, an additional round of questions shall be put in turn to the tying teams.
3.5 With regard to the accuracy of answers, the decision of the Question Master is final and he or she may use whatever reference books he or she wishes.
3.6 The scores shall be announced at the end of each round.

4. **Any other matter.**

4.1 Any matter not covered by these rules may be decided by the organising society or the Quiz Master as may be appropriate.

5. **Alternative quiz formats.**

5.1 Paragraphs 2.3, 2.4 and 3.3 above do not apply to a quiz competition staged under this section.
5.2 In devising the format of a quiz, the organisers shall seek to ensure the following elements:
5.2.1 Each team shall have equal opportunity to answer the same number of questions, and wherever possible the same questions.
5.2.2 There shall be an opportunity for an audience to participate indirectly in the quiz.
5.2.3 There shall be a mechanism by which the teams may obtain bonus marks.
5.2.4 The members of the team shall be allowed to work as a team.
5.3 An example of a format meeting these criteria is given in Annex 1.

Annex 1

1. The competition shall consist of [n] rounds with [N] questions in each round. The names of each round, which should give an indication of their contents, shall be announced before the start of the competition.
2. Each team shall be provided with [n] sheets of paper, one for each round with space to enter the team name, round number and [N] answers, plus a card entitled the Joker.
3. Each team shall be sat together and sufficiently far from the adjoining teams as to permit private

consultation. Only one answer will be accepted from each team.

4. The question master shall ask each question of the first round, allowing reasonable time for consultation. Questions may include audible or visual clues. Each team shall write its answers on the first answer sheet. At the end of the round, each team shall submit the answer sheet to the scorer.
5. Whilst the next round of questions is being asked, the scorer shall check the answers and indicate the scores of each team on a board.
6. After the second round of questions, the question master shall give the answers to the first round, so that teams can see where they went wrong and so that the audience can check its own answers.
7. This process shall continue until all the rounds have been completed and all answers announced.
8. At any stage of the competition, prior to commencement of one of the rounds, a team may present to the scorer its Joker. That team's score gained in the round immediately following presentation of the Joker shall be doubled. A Joker can only be played once and cannot be retracted once played. Failure to play the Joker before the end of the competition shall result in loss of the benefit. No compensation or retroactive play shall be allowed.
9. The winner shall be the team with the highest cumulative score.

Notes: The above revised rules were agreed at the Council Meeting held on 8 May 1993.

To allow teams to assemble, the Quiz should not normally commence before 2pm. If it has to be started earlier, all intending participants must be notified by the organising society well in advance to permit early arrival.

The trophy must be returned to the Competition Registrar at or before the Council meeting preceding the competition so as to allow time for engraving.

CHAPTER TWELVE

THE THEMATIC TROPHY COMPETITION – EXPLANATORY NOTES.

An entry into the AEPS thematic competition should be seen as a stepping stone towards entry at national level. The late Mr. A.J. Branston, FRPSL, was invited to compile some notes as a guide to intending competitors. Much of his advice still applies but Mr. B. Sole, FRPSL, has kindly updated these notes, so that they convey the more up-to-date thinking of the National thematic judges.

1. **Presentation:**

1a **General appearance**:
View the whole assembled entry, when finished, from about 6-8 feet (2-2.5m) away. The sheets should show a clean, evenly balanced run of material from start to finish. Any sheet which stands out so strongly that it compels attention counts adversely, unless a vital reason can be found for its inclusion. Overcrowded sheets or any with large white (unoccupied) spaces also detract.

1b. **Writing-up and mounting**:
The other test should be made much closer, from about 2-3 feet (0.6-1m) away. Each sheet should be examined in turn for uniformity, neatness and cleanliness. The whole entry should exhibit signs of careful preparation. Lack of uniformity in type and size of sheet, evidence of hasty execution of the work, or variations in the style of writing, all detract from the merit of the entry. Remember that the philatelic material should tell the story and that the write up should be kept to a minimum. Every sentence used should provide a running "thread" to your story, supported by the philatelic material. It is recommended that the philatelic information is shown in a different type face, e.g. italics, than the thematic information.

2. **Title and Plan of the exhibit and its Development:**
The title should be carefully chosen to describe exactly the contents of the exhibit. The Plan page, or part of a page, should show a breakdown of the exhibit into chapters and sub-chapters, which should be correct, follow a logical thread from beginning to end and be balanced. It should not consist of a list of items. It has become customary to use a numerical classification – 1, 2, 3 etc for each main chapter which may be sub-divided, for example, below the first chapter heading, short descriptions against 1.1, 1.2, 1.3, etc., and under the second chapter, short headings for sub-chapters 2.1, 2.2, 2.3, etc. Non-specific sub-divisions such as "Miscellaneous" or types of material e.g. "Postal stationery" or "Meter marks" should be avoided. The material which might be included under those headings should be included as part of the story within an appropriate sub-heading. The number of pages in each chapter should also be shown on the Plan page. It is unwise to illustrate a relatively minor facet of the subject by a disproportionate number of pages. This is not always an easy job, but then, winning high awards is also not an easy matter.

3. **Knowledge, Personal Study and Research**
This Is divided into:

3a. **Thematic Knowledge,** which is demonstrated by the appropriate, concise and correctness of the thematic text coupled with the correct use of material. Thematic information should be derived directly from the purpose of issue or the design of an item or from the text, art style of illustration and similar peculiarities; the material on which the item is printed, e.g. granite or banknote paper, war maps; the watermark design, and the perforation (e.g. perfins); the text or illustration on margins, gutters, tabs, cover and interleaving of booklets, etc., which is initiated, introduced, added or approved by the postal service.

3b. **Philatelic Knowledge,** which is demonstrated by the widest possible range of postal-philatelic material. This includes stamps, stamp booklets, postal stationery, franking meters, Frama-type labels, postal cancellations, items used in postal operations (including registration labels, reply coupons, postal markings indicating censorship, disinfection, crash mail), types of postal services (Military post, prisoner-of-war and concentration camp mail, parcel post, private post authorised or tolerated by official authorities) and other postal communications including pneumatic post, telegrams and electronic mail etc., items "intended for issues or produced in the preparation for an issue", e.g. sketches, proofs; varieties and errors and revenue stamps but only if postally used or have postal validity. (Revenue stamps for fiscal purposes are acceptable ONLY IF there is no alternative way to describe an important thematic point). Inappropriate material includes fantasy issues from non-existent postal territories, private additional cancellations, picture postcards (except postal stationery produced by a Postal Authority), private additional prints on postal stationery, private decorations on envelopes and cards and private vignettes such as advertising labels.

CHAPTER THIRTEEN

PICTURE POSTCARD TROPHY – GUIDANCE TO JUDGES AND ENTRANTS.

1. Idea, Plan and Treatment

The treatment of a picture postcard exhibit may be:

- Geographical (topographical), including illustrations from a place or area;
- Thematic;
- Event (e.g. Christmas and New Year);
- Technical (the photographer, the artist, the printer or materials used);

or follow such other consistent subject/theme as the entrant may choose. Original thinking and creativity may result in other, different treatments of an exhibit.

The treatment of the exhibit must be according to the title and plan. The title must mirror the content of the exhibit in the best possible way. The introductory plan must show the intention and the structure of the exhibit. The title, main and sub-sections of the exhibit must show structure and logical development throughout the exhibit. Each postcard must have a connection with the chosen theme.

2. Knowledge and Research

Research is a pre-requisite for knowledge of the topic and the postcards, and this is demonstrated in a brief text in connection with each postcard.

3. Condition and Rarity

The best possible quality available for the chosen subject should be shown. Missing or bent corners, scratches, scuffs, etc., will affect the marks for condition, but allowance will be made for the fact that:

- older postally-used postcards are likely to be in poorer condition, and;
- handwriting on pre-1908 [27] cards may appear on the picture side due to postal regulations forbidding messages on the address side, or the sender thinking that they did, provided that (unless the text is relevant to the topic) marks will be lost for handwriting of particularly poor appearance (e.g. with ink stains or smudges).

Postcards which were not produced by a major publisher were generally produced in very small numbers and are consequently rarer than those issued by a major publisher.

4. Presentation

The text must be attractive and tastefully arranged. The overall impression of the exhibit is important, as is variety in the mounting. Heavily coloured pages should be avoided. Framing or matting of the picture postcards may increase the visual impression. Illustrations (maps, drawings, etc.) or objects which have a direct connection to the topic or postcard may be used, but not so that the postcard become secondary in the exhibit.

CHAPTER FOURTEEN

OPEN PHILATELY TROPHY – GUIDANCE TO JUDGES AND ENTRANTS.

These Guidelines have been drafted, based on the decisions of 72nd FIP Congress, June 2012, to assist in the development and judging of entries.

1. Objective of Open Philately:

Open Philately seeks to broaden the range of exhibiting by allowing philatelists to include objects from other collecting fields in support of, and in order to develop, the understanding of the philatelic material shown. It provides an opportunity to demonstrate the range of research undertaken, by showing the philatelic material in its cultural, social, industrial, commercial or other context, and to show wider and deeper knowledge of the topic. By allowing an extended range of material, it has the further objective of bringing new collectors to the skill and enjoyment of philatelic exhibiting and demonstrating its attractiveness as a hobby.

2. Composing an entry.

The entry must show the development the chosen subject in an imaginative and creative manner. It may include:

- All types of philatelic material included in other exhibiting categories. These items must be described in proper philatelic terms, as they would in the appropriate category entry.
- Non-philatelic material may include all types of items, excluding dangerous or prohibited material. Items must be relevant to the chosen subject and serve to illustrate it, being described so as to develop the entry. It must improve the understanding of the subject and the attractiveness of the entry.

Entries must be structured and may be planned chronologically, geographically or any other appropriate way. The emphasis on understanding an entry may mean that background information text is needed; such text must be concise and clear.

The entry may contain up to 50% of non-philatelic material. Although 50% is not essential, the range of material presented will influence judging in both treatment and Material marks.

3. Interpretation of the marking scheme.

"Title and Plan": An introduction or title page is required. It must show the aim of the exhibit, relevant general information on the subject being developed, a plan explaining how the entry develops, an indication of personal research and a bibliography. The Plan should not include extensive text but should be a logical division of the topic in sections to provide the judge and public with an idea of the contents.

"Knowledge and Research": Research should be interpreted in a wider sense and generally judges the entrant's thorough knowledge of the subject, as shown through the choice of material and the use of brief, but sufficient, text.

"Condition and Rarity": All philatelic material must be original. Non-philatelic material, including photographs, should be original where at all possible. Reproductions should be at least 25% different in size from the original. Entrants must exploit the possibilities available with use of non-philatelic material in the development of the topic, using a variety of material and not just postcards and other pictorial matter.

"Presentation": Good presentation is important. The entry should appeal to the eye. Both individual sheets and the whole entry should be well-balanced. Due to the often large and unorthodox sizes of non-philatelic materials, mounting on double-size sheets can be advantageous to achieve a more attractive presentation. Non-philatelic material must be no more than 5mm thick, so that the entry can be mounted in standard exhibition frames.

CHAPTER FIFTEEN

DAWES CUP INTER-COUNTY COMPETITION RULES

Although these rules are not governed by the AEPS, other than as a member of the Inter-County Competition Committee, they are included in the handbook as a guide to members preparing entries for that competition, based on latest information supplied to the Editor. In any conflict between the rules shown below and those applied by the Dawes Cup organising committee, the later shall take priority.

Dawes Cup Committee
THE INTER-COUNTY COMPETITION FOR THE DAWES CUP
RULES
(as amended to 29 January 2014)

OBJECT: To organise an Annual Competition between the Associations (this term to include Federations) of **Essex, Kent, Middlesex, Surrey** and **Sussex** and any other Association (See Rule 1(F)). The winner of the Competition to be awarded the Dawes Cup, presented by the late J.F. Dawes in 1957.

Rule No.1. COMPOSITION OF COMMITTEE.

(A) **Members:** The Committee shall comprise two delegates from each of the Associations.
(B) **Chairman:** The Association responsible for organising the Competition shall nominate the Chairman for the year from one of its two delegates.
(C) **Hon. Secretary:** The Hon. Secretary shall be elected annually; and may be re-elected from year to year.
(D) **Meetings:** The Committee shall meet at intervals to be agreed at each meeting.
(E) **Quorum:** Four delegates being present shall form a quorum.
(F) **Additional Members:** The Committee may invite any other Association to join the Committee.
(G) **Co-opted Members:** The Committee may invite any individual to attend Committee meetings.

Rule No.2. ORGANISATION OF COMPETITION.

(A) **Competition to be Held:** The Competition shall be held annually.
(B) **Host Association:** One Member Association shall act as Host and organise the Competition.
(C) **Competitors:** Each member Association shall be entitled to submit an entry. (See also Rule 2(D)).
(D) **Invited Competitors:** The Host Association may invite one other Association to submit an entry.
(E) **Award of Dawes Cup:** The Association placed First in the Competition shall be awarded the Dawes Cup.
(F) **Custody of Cup:** The Dawes Cup shall be held by the Successful Association until the following Competition.
(G) **Insurance of the Cup:** The Association awarded the Dawes Cup shall be responsible for its safe-keeping. Insurance will be effected by the Inter-County Committee.
(H) **Affixing shield:** The Association awarded the Dawes Cup shall pay the expenses incurred for making and affixing of a silver shield to the base of the Cup.; the shield to be engraved with the name of the Association and the year.
(I) **Committee Expenses:** A sum of money, the amount to be decided by the Committee, shall be paid annually by member Associations - on receipt of a written or emailed request for payment - to meet the miscellaneous administrative expenses of the Committee. The money shall be held in an account opened by the Secretary. The signatory for the account shall be one of two members nominated for that purpose. An income and expenditure statement shall be submitted to the Committee annually.

Rule No.3. ENTRIES.

(A) **Number of sheets:** Each Association entry shall comprise of sixty-four sheets, each sheet not exceeding 292mm x 257mm to be arranged in four frames of sixteen. Only two entries of sixteen sheets shall be allowed in one of the following classes (i.e. four entries in a minimum of three classes):
Aerophilately
Postal History
Postal Stationery
Revenues
Thematic.
Traditional (excluding Postal Stationery)
(B) **Number of Societies and Individual:** The entry shall be drawn from at least three Societies within the Association and from four individuals. Not more than sixteen sheets shall be allowed from any one individual.
(C) **Limitations on Winning**: The members of a winning team cannot enter for the next competition in their winning discipline.
(D) **Ownership and Write Up:** The material (Stamps, Covers etc.) must be the bona fide property of the entrants and the preparation and write up must be their own work. All forms of writing up are acceptable.
(E) **Scope:** Entries shall be of a philatelic nature and may comprise of one or more countries or subjects.
(F) **Insurance:** Associations shall be individually responsible for the insurance of their respective

entries. No liability shall rest upon the Host Association or the Inter-County Committee.

(G) **Notification of Entries:** The names of Individuals and Societies comprising an Association entry shall be sent to the Inter-County Committee Hon. Chairman as soon as possible after receipt of entry application forms. The names shall not be disclosed until after the judging has taken place.

Rule No.4. JUDGING.

(A) **Points system:** In judging the competition, points shall be awarded based on the marking schedules for the competitions as agreed by The Dawes Cup Committee.
(B) Each frame shall be marked separately.
(C) **Judges:** Two judges shall be appointed by the Host Association (see also Rule 5(A)).

Rule No.5. HOST ASSOCIATION RESPONSIBILITIES.

(A) **Judges:** The Host Association shall notify the names of the judges to the Inter-County Committee Hon. Chairman as soon as possible.
(B) **Adequate Time for Judging:** The Competition shall, if possible, be judged prior to the date of the Exhibition. If this is not possible then adequate time must be given to Judges to carry out their task.
(C) **Judges marks:** A schedule showing the Judges marks for each entry shall be prepared and given to each Association/Federation.
(D) **Security:** All entries shall be mounted in frames with covered fronts fixed to the frame in such a way to prevent unauthorised removal of individual sheets.
(E) **Handing Over Entries:** A receipt shall be given by the Host Association when receiving an entry. A receipt shall also be given by the Association representative when collecting an entry.
(F) **Displaying entries:** Each Association entry of sixty-four sheets must be displayed in such a manner to clearly indicate each Association entry distinct from another.

Rule No.6. ALTERATION OF RULES.

(A) These rules may be altered only by the Committee, after at least three months' notice of any proposed alteration has been given in writing to the Hon. Secretaries of each of the Member Associations.

Guidelines for Host Societies.

(1) **Judges' Expenses:** Any 'osts incurred in defraying expenses of offering hospitality are the responsibility of the Host Association.
(2) **Date entries required:** The Host Association should notify the Inter-County Secretary at least three months before the date entries are required. Such information to be given by individual letter.
(3) **Security:** See draft notes by the Essex Association.

The above Rules up-dated to come into force immediately at a Dawes Committee Meeting held on the 29 November 2013. Final amendments agreed by email and completed 29 January 2014.

REFERENCE RULE 4(A) - POINTS SYSTEM.

Traditional Philately, Postal History, Aerophilately, Postal Stationery, Revenue Classes

Treatment & Importance	Treatment	20	
	Importance	10	30
Knowledge & Research	Knowledge	20	
	Research & Personal Study	15	35
Condition & Rarity	Condition	10	
	Rarity	20	30
Presentation		5	5
Total			**100**

Thematic Class

Treatment	Title & Plan	15	
	Development	15	
	Innovation	5	35
Knowledge, Study & Research	Thematic	15	
	Philatelic	15	30
Condition & Rarity	Condition	10	
	Rarity	20	30
Presentation		5	5
Total			**100**

CHAPTER SIXTEEN

Association of Essex Philatelic Societies

Competition Registrar: R.E. How, 5 Dalys Road, Rochford, Essex, SS4 1RA.
Telephone: 01702-544632. E-mail: ray.how@btinternet.com.

DAWES CUP COMPETITION

*** NOMINATION OF POTENTIAL **16-SHEET** ENTRANT ***

Each year, the Association prepares an entry for this competition. Society Secretaries are invited, AT ANY TIME DURING THE YEAR, to submit to the Competition Registrar the names of members of their societies who may be able to provide **16-sheet** entries in any class of the Dawes Cup Competition, using this form. Nominees will be added to a pool of potential entrants and invited to submit entries at the appropriate time for selection.

From:		Telephone:	
Society:			

The member(s) listed below are nominated to represent the Association in the following Dawes Cup Competition classes:

Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES

Full rules for this Competition can be found in Philately In Essex, Volume 1, a copy of which is held by each Society Secretary.
The AEPS accepts no liability for loss or damage whist entries are in its possession. Secretaries are reminded that entrants should take out any necessary insurance cover for their exhibits, in accordance with the rules.

CHAPTER SEVENTEEN

Association of Essex Philatelic Societies

Competition Registrar: R.E. How, 5 Dalys Road, Rochford, Essex, SS4 1RA.
Telephone: 01702-544632. E-mail: ray.how@btinternet.com

ABPS INTER-FEDERATION CUP AND INTER-FEDERATION YOUTH CUP COMPETITIONS

*** NOMINATION OF POTENTIAL **32-SHEET** ENTRANTS ***

Every two year, the Association prepares an entry for this competition. Society Secretaries are invited, AT ANY TIME DURING THE YEAR, to submit to the Competition Registrar the names of members of their societies who may be able to provide **32-sheet** entries in any class of the Inter-Federation Cup Competition, using this form. Nominees will be added to a pool of potential entrants and invited to submit entries at the appropriate time for selection, appropriate to the event concerned.

From:		Telephone:	
Society:			

The member(s) listed below are nominated to represent the Association in the following Inter-Fed Competition classes:

Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES CINDERELLA
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES CINDERELLA
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES CINDERELLA
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES CINDERELLA
Name: Address: Telephone: e-mail:	Nominated for: (delete as appropriate) TRADITIONAL (STAMPS) POSTAL HISTORY AEROPHILATELY POSTAL STATIONERY THEMATIC REVENUES CINDERELLA

The AEPS accepts no liability for loss or damage whist entries are in its possession. Secretaries are reminded that entrants should take out any necessary insurance cover for their exhibits, in accordance with the rules.

CHAPTER EIGHTEEN

GUIDANCE FOR ORGANISERS OF SOCIETY MEETINGS

It is not long since it was possible to rent a room and organise a society meeting without any further thought. Unfortunately, the world has changed and we are all subject to many more rules – some imposed by national government and some imposed or interpreted by local authorities or the venue owners. Today, there are too many members of the legal profession who are queuing-up to take advantage of any lapse or misfortune.

It was therefore deemed appropriate to set out some guidance for society organisers to remind them of their responsibilities. The actual rules are set, in many cases, by local authority officials and local advice should be taken where appropriate.

The guidance set out below is only intended to cover general principles and the AEPS does not accept liability for any omission.

1. Choosing a venue:

Venues should be such as to enable potential members to get to the meeting, whether driving or using public transport and should ideally be central to the catchment areas they serve.

All venues and event organisers must now comply with Disability Discrimination Act, which requires that wheelchair occupants must, within reason, be able to gain access to and around all parts of the function (including toilets).

2. Meeting dates:

Most societies choose to meet on regular dates each month, which enables members to know when there is a meeting, even if they do not have their copy of the programme to hand.

When you have agreed your meetings for the year, ensure that you send details to the AEPS Handbook Editor for inclusion in the **Combined Programme**. This is compiled initially each November for publication in January as part of the annual update to this handbook, but it is also used throughout the year for press releases and to update various publicity websites. It is therefore necessary to keep the Handbook Editor informed of any changes, additional events or cancellations that take place during the year.

Most societies hold their Annual General Meeting mid-year, but many societies find it convenient to run their programme on a calendar year basis, so that the incoming committee does not have to worry about organising events in a rush or to wait for a year to have an influence on arrangements. The AEPS obviously supports that approach so that the most complete information can be contained in our annual publication. Updating systems during the year to add information not available at the time of initial publication is very time-consuming, but essential.

It is unwise to hold meetings on a bank holiday, as potential attendance and manpower will be reduced due to conflicting demands, such as family commitments.

3. Safety:

The organiser of any meeting is responsible for ensuring that they know who is attending the meeting. All members and visitors must sign-in so that a roll-call can be taken after evacuation should there be a fire or other emergency during the meeting. Some local authorities and venues also require that members and visitors sign out.

Members and visitors must be made aware at each meeting of the evacuation routes and the rendezvous point that must be used should an evacuation be necessary.

You must ensure that your meeting layout complies with the Fire Regulations and other safety/access rules applying to the building in question. Key guidelines are to ensure that there is an unobstructed passageway, as wide as the exit concerned, leading from the circulating area of the room to each fire exit. Access to all emergency exit routes must be kept clear of tables, chairs, boxes, etc., at all times. Fire exits must not be locked or otherwise obstructed in any way.

The organiser must make an assessment of any risks associated with the meeting venue and any activity undertaken. Any risk identified must be minimised or eliminated entirely and steps agreed on how to handle any residual risk. This "**risk assessment**" must be documented and all society officials must be briefed on such actions.

4. Insurance:

Societies must have public liability insurance covering their events. They cannot rely on being covered by any insurance held by the venue owner.

5. Speakers:

The AEPS maintains a **Register of Displays**, which lists speakers who have indicated that they are willing to speak to Essex societies, which can be found in this Handbook. The ABPS also maintains a national list of speakers. The **Combined Programme** can also provide a source of inspiration.

6. Courtesy to speakers.

Having invited someone to speak, it is important that they are treated with appropriate care and courtesy. A separate guide to **Courtesy to Speakers** can be found in this handbook.

7. Competitions:

Most societies find competitions an enjoyable challenge. Most employ the skills of independent, trained judges from outside the society, who can guide the members on how to improve their entries; others choose to have members judge the entries. If external judges are required, this handbook contains a **Register of Judges**, most of whom are trained and accredited at national level and all of whom have experienced training organised by or through the AEPS. In general, it is wise to have two judges so that a balanced result can be obtained. As they say,

"two brains are better than one". Sometimes, a trained judge will often have a regular partner or be accompanied by an apprentice judge under training.

It is very difficult to have a competition without rules, but some societies try! It is recommended that societies base their rules on the AEPS ones, which are in turn based on ABPS and FIP recommendations.

Generally, today, 8 sheets is the normal number for society competitions, 16 sheets for federation level, and 32 sheets for inter-federation. Whilst 16-page national and international-level competitions are held, the starting point for national level is normally 48 or 64 sheets for a first attempt (national level only), then 80 sheets for regular competitors, rising to 128 for the highest levels.

8. Lighting:

Many a good meeting has been spoilt by unsatisfactory lighting. Display frames should be positioned to make best use of the available artificial lighting. White fluorescent or LED lighting is preferred.

Direct sunlight must be avoided as it will damage material, and modern material can be especially at risk. A north light is not such a severe risk.

Venues with yellow sodium lighting are not suitable for philatelic meetings as it is impossible to judge colours under this lighting. To a lesser degree, tungsten bulb lighting gives similar problems, but modern lighting types give a whiter light.

9. Refreshments:

Most societies provide hot drinks and biscuits during a break in proceedings.

NOTE: Although hot drinks and biscuits at closed meetings should not normally be a problem, societies must be aware that the law requires that all persons and premises handling food for public consumption must be suitably trained and hold a current hygiene certificate (Food Safety Certificate). There is **no exemption** for voluntary society events, but some local authorities may make allowances provided appropriate steps are taken to minimise risks. Advice from your local authority should be obtained and acted upon.

10. Junior Members:

Any society that admits junior members, or is otherwise involved with young people, must take special care to ensure that child protection safeguards are in place. For detailed guidance, organisers are advised to contact the AEPS Youth Officer. Some societies now require that persons under the age of 18 are accompanied by a responsible adult.

11. Publicity opportunities:

We are almost all faced with the same problem as society organisers – the lack of new people coming forward to be members of clubs and, ultimately, create a new generation of society officers. Publicity is the key to solving this.

Targeting children is likely to cause more problems than it solves. Children today have so many other calls on their time and the child protection issues are a major hurdle to running junior sections. The most fertile ground for development is the young middle-aged people, who have established their careers and families and are looking for something else to do in their spare time at home whilst also enabling them to get them out and socialise.

Publicity opportunities are many and varied. In addition to the help provided by AEPS, here are just a few of them:

- **Local newspapers:** Send the Editor a short note about the next meeting. Do not forget to give what, who, where and when. Write it so that the editorial staff can just pick up the text and publish it – make it catchy, short and snappy. Find out their editorial lead times and get the news in at the right time for maximum impact. You can sometimes publicise recent past meetings in the same way, especially if you have a good quality photograph.
- **Local radio:** Local stations, such as BBC Essex, are very keen to mention local society meetings.
- **Stamp magazines:** These sometimes publish brief reports of meetings and will publicise major events, particularly if you are going to publish an attractive philatelic souvenir.
- **Standing displays:** Many organisations in the high street, such as banks, libraries, etc., have display space. Try asking if you can borrow some space for a week to display a few philatelic items and details of the club. If they say no, nothing is lost. If they say yes, you might get new members. Such locations may also display an advertisement or programme card
- **Publicity officer:** Appoint someone with the specific task of publicising the society. There is a whole world of opportunities out there if you are willing and able to take advantage.

12. Smoking:

Smoking in any enclosed public building or area is now illegal. This includes society meetings, even if access is limited to members only.

13. Advice:

Remember that the AEPS is here to help you, so do not hesitate to ask for assistance if you have any queries or difficulties!

CHAPTER NINETEEN

COURTESY TO SPEAKERS

Invited speakers are the backbone of our society programmes, yet we can all think of cases when we have read of, heard of, or experienced cases where the speaker has said to himself “Never again!”. The AEPS therefore makes the following suggestions to make the guest speaker feel welcome, which will ensure you get his best efforts and encourage him to consider returning at a later date.

1. Do not leave the speaker in the dark. At the time that you make the booking, say where you meet (give a map!), the date and at what time, how many people you expect, whether the display will be on a table or on frames, what size sheets the frames (if used) can take, how many sheets at a time you can handle, the number of showings, how much time is available, when breaks are customarily taken, and whether questions are handled normally as they arise or at the end. Do not forget to check if there are any special needs, such as disabled access or, for audio-visual displays, power points and/or “black-out” for windows. Some societies employ a brochure to ensure that full and consistent advice is given every time.

2. Ask if expenses are required, and of what order they will be (e.g. travel, food and/or accommodation). Travel can be expensive these days, and, if the speaker has had to come straight from work, it is not unreasonable to expect the price of an evening meal. This should, ideally, be agreed in advance, as should any accommodation needs. You may wish to offer a meal and/or accommodation in a member’s home as an alternative to a restaurant or hotel.

3. Give a reminder about two weeks in advance. This will put your mind at rest and reassure the speaker that you haven’t forgotten either!

4. Be welcoming on arrival. Find out when arrival is expected and ensure there is someone briefed to meet and look after the speaker. Some clubs entertain speakers before the meeting, particularly if they have far to travel. It may be appropriate to appoint a “Social Secretary” to look after guest speakers, other visitors and new member “first timers”.

5. Keep your announcements at the start of the meeting short and to the point. The speaker has given up his or her evening to talk to you, not to listen to you ramble on. Remember, the speaker may be nervous, particularly if new to your Society. Ask any actor about stage fright!

6. Members should be asked to turn-off mobile telephones for the duration of the lecture. A telephone ringing can be most off-putting to the speaker (and embarrassing to the owner!).

7. Members should be aware that it is very discourteous to talk or exchange material while a speaker is giving the display, yet it is remarkable how often it happens. If you have special circumstances, such as a translator for a non-English-speaking member, explain this to the speaker in advance – Most speakers would have no problem provided it was done quietly.

8. Smoking in meetings is no longer permitted by law and society officials could be prosecuted if anyone is allowed to light-up.

9. Keep all refreshments away from displays. Stamps with coffee stains do not make high prices in auction!

10. A courteous Vote of Thanks should be made by a nominated member at the end, ideally by someone who knows the material concerned. Try to show that you have been listening! Above all, do not make insensitive remarks, such as references to “wallpaper” to a collector of modern material who has travelled miles to display to you – It has happened!

11. Do not forget to offer to pay the speaker’s expenses before the speaker goes!

12. Check the speaker can get home without problems, particularly if he or she has come by public transport.

13. Do not all leave before the speaker, and make sure nothing has been left behind. That envelope left on a chair could be worth £000’s! (It has happened).

14. Providing there are no objections, send an account of the talk to the philatelic press, and send a copy of any cuttings to the speaker. He or she would probably be delighted to add them to their “scrapbook”.

CHAPTER TWENTY

AEPS REGISTER OF JUDGES

The following members of AEPS affiliated societies have advised the Editor that they would be willing to judge competitions at society level. In all cases, this is subject to the judge's availability on the date in question and mutually-agreeable terms for expenses, etc.

It is desirable to invite two judges to each competition. Some judges prefer to travel and/or judge with a regular colleague, so you may wish to ask the first judge's opinion before inviting a second.

They should be provided, before the day of the competition, with copies of the Society's own rules and marking scheme, so that they may familiarise themselves with any special features.

In accordance with ABPS philosophy, judges should normally be willing to judge any kind of competition, but you are advised to make them aware of the categories before asking them to decide, in case they have personal reservations about judging any particular class.

Contact details for speakers can be found in the Directory at the back of this book.

Accreditation:

Inclusion of "Regional" under "Notes" indicates that the person concerned is shown as an AEPS Regional Judge in the ABPS Directory 2012. "National" indicates that the person concerned is shown as an Accredited National Judge for the stated topics in the same Directory. "FIP" indicates an international level accredited judge.

Training:

If you would like to train as a philatelic judge, please contact Ray How, who will arrange a training course if there is sufficient demand and/or put you in touch with an experienced judge who will be able to give you experience as an apprentice.

Once trained, judges are encouraged to regularly attend ABPS and/or AEPS seminars, as available, so as to keep abreast of FIP rule changes and current marking policies.

KEY:

Area:	A	AEPS area and beyond.	C	Restricted area.
	B	All AEPS Societies.		
Availability	D	Available* in daytime	E	Available* in evening.
	S	Available* at short notice.		(* Subject to circumstances).
Expenses:	N	Not required.	Y	All required.
	P	Some expenses may be required. A figure in brackets indicates expenses required beyond that distance in miles.		

Name	Home society	Area	Avail.	Exp.	Notes.
Chris Harman	Ipswich	A	DES	P	International/National (Traditional, Postal History, Revenue, Literature).
Ray How	Rayleigh	A	DE	P(15)	Regional.
Charlie Mead	Basildon	C	DE	N	Regional.
Lynn Roberts (Mrs)	Rayleigh	A	ES	P	Tuesday evenings require advance notice.
Len Stanway	Basildon	B	DE	N	Regional.

THE REST OF THIS PAGE IS RESERVED FOR

YOUR NAME!

WHY NOT APPLY NOW
FOR REGISTRATION AS AN AEPS JUDGE?
APPRENTICE TRAINING AND EXPERIENCE CAN BE ARRANGED.
CONTACT RAY HOW FOR INFORMATION.

CHAPTER TWENTY-ONE

AEPS REGISTER OF DISPLAYS

The following members of AEPS affiliated societies have advised the Editor that they would be willing to give displays to member Societies. In all cases, this is subject to the speaker's availability on the date in question and mutually-agreeable terms for expenses, etc. The listing now includes digital presentations suitable for on-line or in-room (projected) presentation.

You should advise the person invited to display at the outset of all necessary information including:

- The meeting venue;
- The meeting date, start and finish times;
- The number of sheets that can be displayed in one showing;
- The number of showings expected;
- The display method (frames, tables or passing round by hand);
- The time available for the display;
- Any other features (such as coffee breaks, parking, etc.).

Contact details for speakers can be found in the Directory at the back of this book.

KEY:

Duration:	F	Full evening.
	P	Part evening.
	Z	Digital presentation.
Area:	A	AEPS area and beyond.
	B	All AEPS societies.
	C	Restricted area.
Availability:	D	Available* in daytime.
	E	Available* in evening.
	S	Available* at short notice. (* subject to circumstances).
Expenses:	N	Not required.
	Y	All required.
	P	Some expenses may be required. A figure indicates expenses required beyond that distance.

THEMATIC INDEX:

(See main table for specific content/relevance of talks)

Subject	See under:
Abu Dhabi.	J. Copeland.
Aircraft, Airmails or Aviation	N. Harris, R. How, S. Martin-Redman
Albania	L. Roberts.
Australia.	M. Carter, M. Musgrave.
Biography	J. Charlton.
British Antarctic Territory	N. Harris.
British Borneo.	J. Higgins, L. Stanway.
British Empire Exhibition	R. Hider.
Brunei.	J. Higgins, L. Stanway.
Burma	A. Skilling
Censorship	D. Davies.
Crime.	M. Carter.
Dodecanese Islands.	M. Carter.
Egypt.	M. Carter.
Eritrea.	M. Carter.
Exhibitions	C. Evans,
Express mail	A. Moorcroft.
Falkland Islands / Dependencies	G. Miller, M. Routh.
Fiji	C. Mead.
Ford	J. Charlton.
Forgeries	D. Davies, C. Harman.
Germany	A. Soutar.
Gilbert & Ellice Islands	J. Charlton.
Great Britain (various)	J. Copeland, D. Davies, C. Evans, C. Harman, C. Mead, M. Musgrave, M. Routh.
Great Britain – Essex	J. Copeland.
Great Britain – Harwich	A. Skilling.
Grenada	A. Soutar.
Hotels	L. Roberts.
Hungary	A. Soutar.
Iraq.	M. Carter.
Ireland	R. How.
Italian Colonies	M. Carter.
Kenya	N. Harris.
Labuan.	J. Higgins, L. Stanway.
Letter H	C Evans.
Lundy Island.	J. Lester
Luxembourg	J. Charlton.
Malaya	L. Stanway.
Maritime / Naval / Ships	R. How, S. Martin-Redman, L. Roberts, M. Routh.
Meter marks.	J. Copeland.
Miscellany	S. Alpe, R. How.
New South Wales	R. Hider.
North Borneo/ Sabah.	J. Higgins, L. Stanway.
Norway	P. Adams.
Nyasaland	N. Harris.
Parcels	A. Moorcroft.
Persia.	M. Carter.
Police	R. How.
Postcards	J. Copeland, D. Davies, C. Evans, J. Higgins, M. Routh
Post Office Railway	L. Stanway.
Printing	C. Harman.
Queensland	R. Hider.
Railways	C. Evans, L. Roberts, L. Stanway.
Registered mail	A. Moorcroft.
Research	C. Mead.
Revenues	C. Harman.
Rhodesias	N. Harris.
Richmondshire	L. Stanway
Ross Dependency	C. Evans.

Subject	See under:
Sarawak.	J. Higgins, S. Martin-Redman, L. Stanway.
Sierra Leone	A. Soutar.
Somalia.	M. Carter.
South Africa	N. Harris.
South Australia	R. Hider,
South Georgia	N. Harris.
Stained Glass	J. Charlton.
Sudan.	M. Carter.
Tanganyika	N. Harris.
Tasmania	R. Hider.
Telegrams	A. Moorcroft.
Television	M. Routh.
Thematics	C. Evans.
Tripolitania.	M. Carter.
Tristan da Cunha	G. Miller
Uganda	N. Harris.
Underground	L. Stanway.
United Nations	L. Stanway.
Victoria	R. Hider.
Wankaner	S. Martin-Redman
War Tax	G. Miller
Warfare / Wartime mails / Military	M. Carter, N. Harris, M Routh.
Western Australia	R. Hider.

Name	Subject	Dur.	Area	Avail.	Exp.	Notes.
Pat Adams (Mrs)	1. Norway & Spitzbergen	F	B	DES	P	Essex and neighbours.
Steve Alpe	1. Me and My Collections.	F	B	DES	N	Will encourage reciprocal visit.
Mick Carter	1. British Forces in Egypt 1932-1952.	F	A	DES	N	Daytime only. All are mixed stamps and postal history. Can do Zoom by arrangement. I also do Zoom Displays by providing sheets to person operating the Zoom programme.
	2. British Occupation of Former Italian Colonies (MEF) 1942-1952	F				
	3. British Occupation of Dodecanese Islands & Cyrenaica	P (½)				
	4. British Occupation of Eritrea and Ethiopia	F				
	5. British Occupation of Somalia	P (½)				
	6. British Occupation of Tripolitania and Cyrenaica	P				
	7. PAIFORCE - Forces in Persia & Iraq 1941-1946.	F				
	8. Sudan 1897-1955	F				
	9 The Story of Valuable Stolen Australian Collection, Its Recovery & Arrest of Suspects	P (½)				
Jim Charlton	1. Souvenirs of a Lord (the Bernard Braine Collection).	F	B	DE	P	
	2. Luxembourg.	F				
	3. Stained Glass.	P				
	4. Images of Ford.	F				
	5. Gilbert & Ellice Islands.	P				
John Copeland	1. Essex meter marks.	P	A	DES	P	* Talk (no display).
	2. Essex postmarks.	F				
	3. Abu Dhabi.	P				
	4. Essex postal history *.	F				
	5. Postcards and Postal Regulations.	F				
	6. Bells – An Essex postcard publisher.	F				
Don Davies	1. GB - Postal History With A Difference.	F, P	A	DES	P	Hotel accommodation if long distance.
	2. GB - 1840 and All that.	F, P				
	3. GB - Uniform Penny Post 1840-51.	F, P				
	4. GB - Machin Forgeries 1993 to date.	P				
	5. GB - Experimental Handstamps 1852-1860.	P				
	6. GB - Penny Red 1841-52 – An Appreciation	P				

Name	Subject	Dur.	Area	Avail.	Exp.	Notes.
	7. Censorship of Comic Seaside Postcards.	P				
Colin Evans	1. Ross Dependency (Thematic).	F	A	DES	Y	Longer notice required for longer distances.
	2. Ross Dependency to 1987.	F				
	3. Ross Dependency from1987.	F				
	4. London 1980 International Stamp Exhibition.	F				
	5. The Letter H.	F				
	6. Railway Art.	F				
	7. Stephenson, Rocket and Railways.	F				
	8. Air and Sea (Thematic).	F				
	9. Colin Entertains.	F				
	10. Favourite Postcards.	F				
Chris Harman	1. Revenue Stamps.	F	A	DES	P	Chris has a number of PowerPoint displays; mostly relating to the physical displays, that could form part of a visit or a virtual display.
	2. GB Classic Private Posts including College stamps, Circular Delivery Companies and their stamps 1865-68.	F				
	3. GB Modern Postal History – KG6 and QE2.	F				
	4. Fakes, Forgeries and their creators.	F				
	5. Perkins Bacon, The Company and their work.	F				
Nick Harris	1. Postal History of the Anglo-Boer War 1899-1902, including the: - Sieges of Ladysmith and Mafeking; - Mail from British PoWs at Pretoria; - Mail from Boer PoWs in India, Ceylon, Bermuda, St. Helena.	F, P	A	DES	N	Essex and neighbouring counties. 48 hours minimum notice.
	2. George V First Flight Covers of Northern Rhodesia, Southern Rhodesia, Nyasaland, Kenya, Uganda and Tanganyika.	F, P				
	3. Queen Elizabeth II Postal History of British Antarctic Territory and South Georgia.	F, P				
Robert Hider	1. British Empire Exhibition 1924-25.	F	A	DE	N	Each two 90-sheet sessions.
	2. New South Wales 1830-1910.	F				
	3. Queensland 1830-1910.	F				
	4. South Australia 1830-1910.	F				
	5. Tasmania 1830-1910.	F				
	6. Victoria 1830-1910.	F				
	7. Western Australia 1830-1910.	F				
Jon Higgins	1. Labuan Queens Head Design stamps & postal stationery.	P	A	DES	P	P=90 sheets (half evening), to be combined to give full evening display. Willing to display to societies in East Anglia and East Midlands, or anywhere with a reasonable train connection with Kings Lynn,
	2. Labuan 1884-1904 stamps, postal history and PPCs.	P				
	3. North Borneo: 1882-1895.	P				
	4. North Borneo: 1895-1939.	P				
	5. North Borneo: 1945-1964.	P				
	6. North Borneo: Postal Stationery.	P				
	7. British Borneo Airmails to 1941.	P				
	8. North Borneo / Sabah Railway.	P				

Name	Subject	Dur.	Area	Avail.	Exp.	Notes.
	9. British Borneo 1945 Liberation and 1962-66 Confrontation both with much ephemera.	P				Cambridge, Ely or Peterborough. Some topics may require longer notice than others.
	10. Taxed Mail North Borneo, Labuan, Sarawak	P				
	11. North Borneo & Sarawak Censored Mail WW2.	P				
	12. North Borneo PPC's pre-WW2.	P				
	13. Sarawak PPC's pre-WW2.	P				
	14. Brunei to 1940.	P				
	15. Sarawak Censored Mail 1939-41 - Gold Medal (54 slides).	Z				
	16. Labuan Pictorials 1894 - 1907 - 2 parts [Zoom Display] (2x38 slides).	Z				
	17. A plain man's guide to the first two stamps of Sarawak- Gold Medal (36 slides).	Z				
	18. Classic Labuan 1879-1894-3 parts, Gold Medal (3x30 slides).	Z				
	19. The liberation of Labuan in 1945 (26 slides).	Z				
	20. British Borneo Airmails 1926-41 - Gold Medal (46 slides).	Z				
	21. Labuan becomes a Crown Colony and the first 2 coloured pictorials of the Empire (71 slides).	Z				
	22. The First two coloured pictorials of the Empire (50 slides).	Z				
	23. Pre-WWII picture postcards of British Borneo.	F				
Ray How	1. A Touch of the Blarney.	F, P	A	DE	P(15)	
	2. Irish Airmails.	F, P				
	3. A Mixed Bag.	F, P				
	4. Law and Order.	F, P				
	5. A Picture Tour of Ireland.	F, P				
	6. Essex Postmarks.	F, P				
	7. My Collecting Interests.	F, P				
	8. Irish Ship Letter Mail.	F, P				
Julie Lester (Miss)	1. Lundy Island.	F	A	ES	P	Petrol/Tunnel Fees. Meal appreciated if travelling long distance.
Simon Martin-Redman	1. Sarawak to 1899	F	C	DES	N	Preferably within two hours' travel of Frinton. (
	2. Sarawak post-1899.	F				
	3. Sarawak Postal Stationery.	F				
	4. Sarawak airmails.	F				
	5. Mixture of above, plus Maritime Mail.	F				
	6. Wankaner.	P (90pg)				
Charlie Mead	1. First Halfpenny stamp of Great Britain.	P	C	DE	Y	
	2. Stamps, Postal Stationery and Postal History of Fiji from 1870 onwards.	F, P				
	3. The Internet as an Aid to Philatelic Research. *	F				(* PowerPoint and static display.)

Name	Subject	Dur.	Area	Avail.	Exp.	Notes.
Geoff Miller	1. The Falkland Islands 1869 onwards (Parts 1 & 2)	F,F	A	DES	P	Expenses depend on distance over 50 miles.
	2. The Falkland Dependencies & South Georgia (Parts 1 & 2)	F,F				
	3. The War Tax overprints WW1.	F				
	4. “The Lonely Island” Tristan da Cunha.	F				
Alan Moorcroft	1. German Occupation of the Channel Islands.	F, P, Z	A	DES	Y	
	2. Aspects of Collecting Local Postal History.	F, P, Z				
	3. Colchester Postal History.	F, P, Z				
	4. Tendring Hundred Postal History.	F, P, Z				
	5. Campaign Mail of the Napoleonic Wars.	Z				
	6. King George V Royal Cypher Issue.	Z				
	7. Other Post Office Services (Registered, Express, parcels, telegrams, etc.)	F, P, Z				
Michael Musgrave	1. Australia.	F, P	A	ES	N	
	2. British Labels.	F, P				
	3. GB Recorded Delivery.	F, P				
Lynn Roberts (Mrs)	1. Albania (all periods).	F	A	ES	P	Tuesday evenings require advance notice.
	2. End of the Line (Railway Hotels & Steamers, etc.).	F				
Mark Routh	1. Television.	F	A	DES	P	
	2. The Titanic.	F				
	3. Postcards by Faga.	F				
	4. Horizon Labels and Post & Go.	F				
	5. The Falklands War 1982.	F				
	6. The Covid Pandemic.	F				
	7. The 2012 London Olympic Games.	F				
Andrew Skilling	1. Burma.	F	A	DES	N	Essex and Suffolk.
	2. Harwich Postal History.	F				
Andy Soutar	1. Grenada.	F	C	DES	Y	75 miles radius of Ipswich. Petrol money requested. Avoid winter evenings.
	2. German Inflation.	F				
	3. Hungarian Inflation – Second period 1945-1946,	F				
	4. Sierra Leone Self Adhesive Period 1964-1971.	P				
	5. Paris Pneumatic Post (c.50 slides)	Z				
	6. Hungarian Inflation 1945-46 Part 1(c.50 slides).	Z				
	7. Hungarian Inflation 1945-46 Part 1(c.50 slides).	Z				
Len Stanway	1. Mails Under London	F, Z	A	DES	P	Anywhere by arrangement
	2. Aspects of Malaya.	F				
	3. Aspects of British Borneo.	F				
	4. Richmondshire and its Postal History.	F				
	5. Origins and Introduction to the United Nations.	F				
	6. Highlights of 60 Years of Malaysia.	Z				

If you wish to be included in a future edition of this register, please send details to the Editor on the form provided on the next page.

THIS PAGE IS RESERVED FOR YOUR NAME! WHY NOT APPLY NOW FOR AN ENTRY IN THE AEPS REGISTER OF DISPLAYS? (see form on next page)

GIVE OTHERS THE PLEASURE OF SEEING YOUR COLLECTION!

ASSOCIATION OF ESSEX PHILATELIC SOCIETIES

REGISTER OF DISPLAYS – APPLICATION FOR REGISTRATION

The Association maintains a Register of collectors willing to give talks or displays on their fields of interest, in order to assist society Secretaries to compile their programmes.

If you feel you would like to be added to this Register, please complete the form below and return it to Handbook Editor, AEPS, 25 Clay Hill Road, Basildon, Essex, SS16 5DD, who will include the information in the next AEPS handbook update. If you wish any contact details to be omitted from the published list, please indicate this.

1. **About yourself**:

Full Name: .....

Address: .....

.....

Postcode: .....

Telephone: .....

E-mail address: .....

Can you display at daytime meetings? YES / NO
Can you display at evening meetings? YES / NO
Can you display at short notice? YES / NO
Can you display via PowerPoint and Zoom? YES / NO

Do you wish to claim any of your travelling or other expenses? YES / NO / PART:

Please give details of any special requirements (e.g. petrol money) :

.....

Can you display in: A. AEPS area and beyond?
B. All of AEPS area?
C. Part of AEPS area only?
Please give details of any restrictions:

.....

2. **About your display(s)**:

For each display, please supply the following information and note any special requirements (e.g. slide projector).

Title: Duration (full or part evening [or minutes if Zoom))

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CHAPTER TWENTY-TWO

GUIDANCE FOR ORGANISERS OF STAMP FAIRS & EXHIBITIONS

The following guidance is written as guidelines for hosts of AEPS spring and autumn events, but the basic principles should be of assistance to anyone organising stamps fairs and exhibitions.

1. Reserving an event:

Societies wishing to host an AEPS are advised to contact the Secretary as early as possible to avoid disputes over who got in first! Events are usually booked several years in advance so that plenty of time is available to the host society to book venues and dealers, as well as making the many other necessary arrangements. The currently reserved dates at the time of going to press are shown in the endnotes of this volume.

Once the reservation is agreed with the Secretary, please advise the Editor as soon as possible so that it can be recorded in this handbook.

2. Setting the date:

The date must be agreed and notified to the Secretary and Handbook Editor at the earliest possible opportunity. In deciding the date, there are a number of factors that need to be considered:

- The Spring Event is normally held between late March and early June.
- The Autumn event is normally held in September or October.
- The event should not be held on a bank holiday weekend, as potential attendance and manpower will be reduced due to conflicting demands.
- Similarly, the event should not be on the same day as a major London event, a significant regional event organised by one of the other Home Counties federations or by another AEPS society.

Such events are listed in the Combined Programme when known and it is “first come, first served”!

3. Choosing a venue:

The venue must be booked or firmly reserved as soon as possible. Some venues will only take a provisional booking until the financial year in which the event will take place.

Venues must be large enough to contain both the area required for AEPS Competition displays and enough dealers to pay for the cost of the hall. It is essential to ensure that access to the venue complies with legal and safety requirements (see “Access” below for more details) and this will affect the number of dealers that you can get in.

Venues should have enough and suitable parking to allow dealers and society/AEPS workers to park throughout the day, whilst also allowing shorter term parking for visiting customers.

Venues should be accessible by public transport.

The ideal is a hall large enough to accommodate all parts of the event, including both dealers and displays, whilst allowing the display area to be isolated for security purposes. However, this is rarely attainable. If more than one room is to be used, layout and signposting must ensure that every room gets an equal share of custom. If possible, customers should have to pass the society table, AEPS table and displays, in order to get to the dealers.

Based on bitter experience, ground floor venues should be selected wherever possible. Dealers usually will not even consider attending events using upstairs venues, because of the logistical problems of transporting material using lifts when everyone wants to use them at once!

As well as public access, you must also consider unloading/loading facilities and access for dealers. Ideally, level access is needed for dealers to use trolleys. Access via steps is a major hindrance when heavy boxes to stock must be moved.

4. Access and layout:

All venues and event organisers must now comply with Disability Discrimination Act. This requires, *inter-alia,* that public events allow, as far as reasonably practicable, wheelchair occupants to gain access to and around to all parts of the function (including toilets). [28]

Gangways throughout the event must be wide enough to allow free passage of persons. 2-metre-wide gangways are now regarded as the minimum acceptable for most events and obstruction by chairs should be avoided as far as possible. Note: Transportable wheelchairs are nominally 900mm wide, 1350mm long.

You must ensure that your proposed layout complies with the Fire Regulations, as locally interpreted, and other safety/access rules applying to the building in question. Key guidelines are to ensure that there is an unobstructed passageway, as wide as the exit concerned, leading from the circulating area of the room to each signposted fire exit.

Fire exits must not be locked or otherwise obstructed in any way. Access to all emergency exit routes must be kept clear of tables, chairs, boxes, etc., at all times.

Layout design should take account of the need to minimise the risk of theft of material from displays and dealers. Discuss your proposed layout and arrangements with the AEPS Security Officer at an early stage, so that any recommendations that he may make may be incorporated with a minimum of extra work.

5. Dealers:

You must ensure that local Trading Standards requirements are met. Some areas now require events and/or dealers to be registered in advance.

In all cases, it is strongly recommended that dealers identify their name and contact details in a visible location on their stand.

A 6 feet (2m) long table (or multiples thereof) per dealer is normal. Many dealers now regularly expect 12- or 18-foot tables with a discount for quantity, plus back table(s) to hold stock. This needs to be taken into account in setting the fee.

Dealers are usually booked up some 18 months ahead, so they must be contacted as soon as the date and maximum number of available tables are decided.

Try to get as wide a range of types of dealer as possible (stamps, postal history, postcards, ephemera, Great Britain, Commonwealth, world, thematic, etc.). A balance of local and national level dealers is desirable.

If you need lists of possible dealers, the organisers of earlier events may be able to help. It is also useful to go around the dealers present at other events to ask if they are interested.

6. Society and AEPS tables:

Tables should be provided in the vicinity of the entrance for the host society and for the AEPS, to enable distribution of publicity, sale of souvenirs, raffle, tombola, etc.

7. Displays and display frames:

You should contact the AEPS Competition Registrar for an estimate of the number of display frames needed to accommodate the competitions. The final number will not be known until shortly before the event as participation fluctuates widely.

Add a number of additional frames to provide a suitable buffer and to accommodate display by members of your society, as this is also your opportunity to promote your activities, and it is worthwhile to use a frame to display details of your activities and future events.

Once you have decided the number of frames needed and checked that your venue can accommodate them, contact the AEPS Frames Secretary as soon as possible to reserve the necessary number of display frames. There are two types, an 8-sheet, 3 feet long, A-frame type (which need to be put on tables), which must be used with low ceilings, and a taller, self-standing 16-sheet vertical type in one-metre-wide modules (which require considerably less space, but need trained assemblers).

You will need to arrange transport for the frames to and from the storage point. The 8-sheet frames can be carried in cars, but the 16-sheet frames require a van. Discuss this with the Frames Secretary at the time when you make a reservation.

If your venue will allow access the night before the event, it may be desirable to move materials and/or set up the frames in advance.

If possible, provide secure display facilities for the AEPS trophies (if not, they will be kept hidden until required for presentation).

A secure display cabinet for the Literature Competition exists and autumn events will require a table to support this.

On the day or the night before, prepare the frames, as far as practicable, to allow speedy mounting of displays. Plastic security sheets should be cleaned so that displays will be seen to their best advantage. In the case of 8-sheet frames, the sheets should be kept with the frames from which they were taken as there are several different sizes.

The public MUST be excluded from the display area when displays are being mounted and removed. Only known and trusted essential personnel should be allowed into the area at this time. The AEPS Competition Registrar will cordon-off and take charge of the area required to dismount the AEPS entries.

Displays frames housing AEPS competitions should bear the entry numbers shown on the results sheet to allow visitors to cross-refer.

NOTE: It is the responsibility of the host society to erect and dismantle the event, including the display frames, in liaison with the AEPS Competition Registrar and Security Officer.

8. Lighting:

Many a good event has been spoilt by unsatisfactory lighting. All philatelic materials will suffer if exposed to light, especially direct sunlight, even for short periods. Some modern materials are especially vulnerable and can be destroyed in a matter of minutes of strong sunlight. A difficult compromise needs to be sought which provides enough light to view displays and dealer stocks while avoiding risk of damage whilst on display. North-facing windows provide good indirect natural light.

Venues with yellow sodium lighting must not be used as it is impossible to judge colours under this lighting. To a lesser degree, tungsten bulb lighting gives similar problems (modern fluorescent bulbs are whiter and thus less of a problem).

9. Publicity:

You will need to prepare a publicity leaflet well in advance, including the AEPS emblem, venue and opening times. The “StampEssex” brand should be used wherever possible for AEPS events.

Make sure you include in the leaflet a map or other means to enable the visitor to find the venue both by road and by public transport. Include the venue postcode to enable use of car navigation systems or internet mapping systems.

A supply of leaflets should be sent to the dealers about six months ahead of the event, and to other AEPS societies about two months ahead, longer at holiday times, to ensure that they can be got to their members ahead of the event. You can save postage by bringing them to a suitably-timed AEPS Council meeting for the delegates present to take back to their societies.

Make the philatelic and local press aware well in advance that there is going to be an event. Many philatelic magazines have a press date 3 months or more ahead of the event. Local newspapers and radio stations should be contacted at least a week ahead of the event. Most local newspapers and some magazines will give you free advertising through their news columns if your press releases are written in such a way as to catch their attention. When writing it, put yourself in the place of a hard-pressed journalist who simply wants to transcribe what you write. Keep it short but include the key information (what, when, where).

After the event, issue a press release saying what a good and busy day you had. All publicity is good publicity!

10. Event handbook:

A handbook is not essential, but can be a good source of income, if costs are kept down and enough advertising is attracted, as visitors are unlikely to want to pay for it. If you decide to publish one, copies should be available at the preceding Council meeting or sent to societies at least a month before the event (more at holiday periods).

While there are no hard and fast rules, the handbook should normally include introductory addresses from the Chairmen or Presidents of your society and the AEPS, a list of booked dealers, a layout and location of the venue, starting and finishing times and programme for the day, and contact addresses for potential new members.

11. Signage:

Ensure there are conspicuous external signs, both for car drivers and for pedestrians. Casual passing trade forms a major part of the custom for such events, and we are all trying to bring into the fold those people who have never thought of joining a society.

Local authorities are becoming increasingly difficult where road signs are concerned. Although the AEPS has some road signs for use by member societies, you must be aware of local restrictions and act accordingly. It may be best to budget to employ a professional road sign provider who can negotiate the necessary permissions and erect and dismantle the signs on your behalf. They also usually have the necessary public liability insurance should a sign fall on a passing pedestrian.

Internal signage should indicate where to find displays, dealers and toilets plus any special events.

12. Event programme:

You will need to prepare a programme for the presentations, prize draws, etc., well in advance. These are usually held towards the end of the event, as dealers tend to see this as a sign to start packing-up.

You will need to agree with speakers, and those otherwise involved, what is expected of them in plenty of time to allow them to prepare. The normal sequence is:

- Words of welcome by host Chairman and AEPS President.
- Announcement and presentation of awards.
- Raffles and other announcements.

At the Autumn Rally, it is usual to hold the inter-society quiz, if any, at 2pm.

If a separate awards dinner is to be held, the presentations can be omitted, but it may be desirable to announce key results.

13. Inter-Society Quiz (Autumn Rally only).

If the quiz is being held, you will need to ensure that entries are received and that the quiz is prepared in accordance with the Quiz Rules.

A separate room is needed for this event. The room could also be used to host meetings by visiting specialist societies, etc., when not required for the Quiz. Ensure that the room is signposted.

Ensure that the quiz is well publicised, both in the handbook and on the day.

14. Refreshments:

Refreshments should be provided, if possible. If food is not to be provided, dealers and others on duty throughout the day must be advised in advance so that they can bring flasks, sandwiches, etc.

Ensure that a large area is provided for visitors to consume their food, preferably away from exhibits or dealer's tables, to avoid accidents!

NOTE: Societies must be aware that the law requires all persons and premises handling food for public consumption to be suitably trained and hold a current hygiene certificate (Food Safety Certificate). There is **no exemption** for voluntary society events, but some local authorities may make allowances provided appropriate steps are taken to minimise risks. Advice from your local authority should be obtained and acted upon.

It is normal practice to provide dealers (and members who arrived early to set up the event) with tokens for one free cup of tea or coffee at the start of the event.

15. Advice:

Most importantly, remember that the AEPS is here to help so do not hesitate to ask for assistance if you have any queries or difficulties!

MEMORANDA to AEPS Officers:

a. Competition Registrar and Security Officer must liaise with the host society to agree the layout and frame capacity.
b. AEPS competition entries, Stokes Cup Scroll, framed AEPS emblem, AEPS Roll of Honour, AEPS Visitor's Book, and AEPS sale goods must be brought to each event.
c. Literature display case must be brought to autumn events.

CHAPTER TWENTY-THREE

EVENT CHECKLIST

This list which follows has been prepared as a thought-starter for organisers of events and should be read in conjunction with Chapter 22. It is not exhaustive, nor is it intended to be a prescription as to what should happen at events, as for any particular event some points will be irrelevant from the beginning and others will be discarded or added after early decisions are taken. It has been based on experience of stamp and postcard fairs and comments of organisers but suggestions for extra points will be welcome. For AEPS events, the guidelines and notes on security should also be considered.

1. **Title of event.**
2. **Event image/emblem.**
3. **Event theme.**
4. **Venue.**
5. **Date.**
6. **Times:**
6.1. Booked venue times.
6.2. Public opening times.
6.3. Provision for early arrivals?
6.4. Access time for setting up.
6.5. Setting-up on previous day?
6.6. Access time dealers.

7. **Security & Safety:**
7.1. Police notification.
7.2. Contact phone no.
7.3. Other security requirements.
7.4. Insurance for public liability.
7.5. Fire/safety Regulations compliance.
7.6. Prepare and optimise “safety case” documentation and make it available to all team members.
7.7. First aider.

8. **Room layout:**
8.1. Scale drawing of rooms to be used, showing windows, doors, fire exits, power points, orientation.
8.2. Table locations.
8.3. Display locations.
8.4. Public and disabled access.
8.5. Security for display mounting and dismantling.
8.6. Lighting level for displays and dealers.

9. **Arrangements for disabled access.**
9.1. Access.
9.2. Gangways.
9.3. Evacuation.

10. **Telephone location (for use in emergencies).**
10.1. List of personnel mobile numbers.

11. **Dealers:**
11.1. Maximum number.
11.2. Number booked.
11.3. Initial circulation (in form of letter).
11.3.1. When.
11.3.2. To whom.
11.4. Size of tables.
11.5. Charge per table(s).
11.6. Deposit.
11.7. Discount for dealer-members?
11.8. When is fee/deposit payable?
11.9. Who will collect fees?
11.10. Letter confirming final details.
11.10.1. Letter timing.
11.10.2. Unloading/loading arrangements.
11.10.2.1. Are any extra temporary ramps needed?
11.10.3. Catering availability.
11.10.4. Parking.

12. **Society tables, etc.:**
12.1. AEPS promotional/sales table.
12.2. Host Society promotional/sales table/meeting point.
12.2.1. Leaflet with society details, including forthcoming meetings.
12.2.2. Application forms.

13. Post Office counter?
14. ABPS table?
15. Youth area?

16. **Tables:**
16.1. Number?
16.2. Size?
16.3. Source?
16.4. Layout & allocation of tables.
16.4.1. Displays.
16.4.2. Dealers (including back tables).
16.4.3. Quiz (autumn – room required, if held).
16.4.4. Other.
16.5. Transport.
16.6. Covering.
16.7. Cost.

17. **Display Frames:**
17.1. Number.
17.2. Ordering.
17.3. Whereabouts.
17.4. Collection date.
17.5. Return date.
17.6. Temporary storage before/after event.
17.7. Transport to/from venue/storage.
17.8. Screwdrivers (old frames), Allen keys (new frames).
17.9. Dusters.
17.10. Display title/entrant labels.

18. **Budget:**
18.1. Costs?
18.1.1. – Hall.
18.1.2. – Equipment hire.
18.1.3. – Publicity.
18.1.4. – Catering.

18.1.5. – Handbook.
18.1.6. – Souvenir.
18.2. Income?
18.2.1. – Dealer table fees.
18.2.2. – Entrance.
18.2.3. – Catering.
18.2.4. – Handbook.
18.2.5. – Souvenir.
18.2.6. – Sponsorship.
18.2.7. – Raffle/Tombola.

19. Admission – Free or Pay?
19.1. Entrance tickets/leaflet?
19.2. Society publicity?
19.3. List/plan dealers?
19.4. Numbering for visitor number check?
19.5. Prize draw? Note: By law, entry to the event cannot be dependent on purchasing a draw ticket, even in the shape of a programme.

20. 'Gimmicks'.

21. Raffle.
21.1. Type (open or on-site only ticket sales).
21.2. Lotteries and Gaming Act Licence, if sales open.
21.3. Raffle Tickets.
21.4. Prizes – How provided?
21.5. – Who collects?
21.6. Staffing.

22. Tombola.
22.1. Type (general tombola and/or stamp tombola).
22.2. Raffle Tickets.
22.3. Prizes – How provided?
22.4. – Who collects?
22.5. Staffing.

23. Other competitions.

24. Refreshments.
24.1. For everyone?
24.2. For dealers? May need "runner".
24.3. For special visitors?
24.4. Contract out & charge?
24.5. Staffing if internal.
24.6. Food Safety Certificate.
24.7. Kitchen facilities.
24.8. Cutlery etc.
24.9. Washing up materials.
24.10. Menu.
24.11. Food quantities.
24.12. Pricing.

25. Formalities:
25.1. Opening ceremony?
25.2. Prize presentations.
25.3. Time.
25.4. Personnel.
25.5. Public address system.

26. Stewards.
26.1. Steward/officer/dealer badges.
26.2. Setting up previous evening.
26.3. Setting up morning.
26.4. During day.
26.5. Clearing up.
26.6. Who organises?
26.7. How to obtain.

27. Parking:
27.1. For dealers.
27.2. For helpers.
27.3. For visitors/customers.
27.4. Supervision?

28. Signs.
28.1. Internal.
28.2. External.
28.3. Road signs.
28.4. Source.
28.5. Ordering.
28.6. Locations.
28.7. Erection time.
28.8. Removal time.
28.9. Personnel for erection/removal.
28.10. Materials.
28.11. Contents.
28.12. Paper, marker pens, adhesive tape/bluetak/pins for extra signs.
28.13. Public liability insurance.

29. Display:
29.1. Competition:
29.1.1. Number of sheets.
29.2. Other:
29.2.1. Sources, subjects, number.
29.3. Total number of sheets.
29.4. Collection of sheets.
29.5. Return of sheets.
29.6. Labels with exhibitors' names.
29.7. Layout taking account of security.
29.8. Lighting.
29.9. Protection from sunlight.

30. Programme/Handbook?
30.1. Sale price?
30.2. Adverts?
30.3. Other sources of finance?
30.4. Editor?
30.5. Articles?
30.6. Target date?

31. Publicity.
31.1. Advertisements in:
31.1.1. Local papers.
31.1.2. Stamp/postcard magazines.
31.1.3. Radio.
31.1.4. TV.
31.1.5. Other.
31.2. Posters:
31.3. Number.
31.4. Locations.
31.4.1. Shops.
31.4.2. Libraries.
31.4.3. Other.
31.5. AEPS Website.

32. Shop/library/bank pre-publicity display opportunities.

33. Handbill/poster content:
33.1. Plan.
33.2. Times.
33.3. Public transport.
33.4. Parking.
33.5. Refreshments details.
33.6. Disabled access.
33.7. Advertisements.

34. Handbill distribution:
34.1. Dealers.
34.2. AEPS members.
34.3. Other societies.
34.4. Other events.
34.5. RPSL.
34.6. Other Federations.
34.7. Number required.

35. Press releases/notification.
35.1. Local radio
35.1.1. Essex Radio.
35.1.2. BBC Essex.
35.2. Stamp magazines:
35.2.1. Gibbons Stamp Monthly.
35.2.2. Stamp Magazine.
35.2.3. Philatelic Bulletin.
35.2.4. Stamp & Coin Mart.
35.2.5. London Philatelist.
35.2.6. ABPS News.
35.2.7. Other Federations.
35.2.8. Other AEPS society newsletters.
35.3. Local papers.
35.4. Picture Postcard Monthly.
35.5. Stamp Fair & Auction Diary.
35.6. Essex Life.
35.7. At prior events.
35.8. Local TV.
35.9. Internet (including AEPS Website).
35.10. Council/library diaries.
35.11. Stamp Diary.

36. After event actions.
36.1. Press release/report.
36.2. Financial report.
36.3. Donations to charities, AEPS, etc.

CHAPTER TWENTY-FOUR

EXHIBITION SECURITY PROCEDURE

The following rules are intended to govern the running of AEPS displays at Stamp Days, etc., and do not affect any other part of these events.

1. **Layout.**

1.1 For maximum security, the display frames should, whenever possible, be arranged in the minimum number of rows and along the length of the hall. Long rows may be broken for ease of public and steward access, but the gaps in the rows should be taken into consideration when deciding the number and duties of stewards. A minimum number of rows allows a higher standard of security to be attained with the same number of stewards. The above assumes a conventional hall with a stage at one end from which a steward can look down the rows, and exits at the other end.

1.2 Exhibits which are the responsibility of the AEPS should be in a room or area which can be isolated from the area occupied by the dealers, unless this in unavoidable. If the hall is shared, security difficulties are increased and dealer complaints likely. In this case, great care must be taken when planning the layout, particularly of the display frames.

2. **AEPS Stewards.**

2.1 The number of stewards relative to the size of the hall and disposition of the frames, exits, etc., and the siting of the visual alarms should be determined by the Security Officer in conjunction with the organising society well in advance of the exhibition date. The stewards' lunch breaks should be staggered. A drawing showing the frame layout, exits, and the stewards' responsibilities should be prepared.

2.2 AEPS Stewards are only required in respect of the AEPS exhibits, and they shall be responsible to the AEPS Security Officer. The Security Officer shall hold a list of these stewards and their duty rota. Note: The organising society should appoint additional stewards for all other purposes, and all aspects of their duties are the responsibility of that society.

2.3 The appointment of relief stewards and the length of steward duty periods will be regulated by the Security Officer. Generally, the number of relief stewards should be not less than 50% of the number of stewards required to police the displays and a spell of duty should not be more than one hour without a break.

2.4 Stewards will be briefed by and shall follow the instructions of the Security Officer.

2.5 All the stewards and officers of both the organising society and the AEPS must be fully informed by the Security Officer of the security and safety arrangements as detailed in the Security Report.

3. **Police.**

3.1 The Police must be informed of the exhibition venue and opening and closing times, the name of the Security Officer and the organising society contact well in advance of the date of the exhibition.

4. **Communications.**

4.1 It is essential that the telephone number of the Police should be obtained and recorded and that the Security Officer should have easy access to a telephone. The location of the nearest accessible telephones should be established.

4.2 The provision of a public address system is essential not only for the general conduct of the event, but also for both emergency and security purposes, and should, if possible, be connected to all rooms to which the public have access.

5. **Closure.**

5.1 The Security Officer may close the exhibition at any time he considers it necessary.

6. **Mounting/Demounting.**

6.1 The mounting and demounting of material for which the AEPS is responsible shall be carried out by AEPS officers or their nominees and all persons other than those engaged in mounting and demounting shall be excluded from the room or area during these activities.

7. **Deputy.**

7.1 A Deputy Security Officer may be appointed by the AEPS in case the Security Officer is unable to be present on the day or to relieve him as necessary during the day.

8. **Fire Precautions and other Safety factors.**

8.1 The Security Officer must make himself familiar with the fire precautions, fire exits, etc., and other safety factors relating to the hall and brief stewards accordingly.

8,2 It is the responsibility of the host society to organise the safety case documentation for the event and ensure compliance with it.

Editor's Note: The above procedure was adopted by the Council meeting held on 28 February 1987. [29].

SECURITY RECORD & REPORT

The following information should be provided by the host society to the Security Officer before the start of the exhibition:

1. Event:
2. Date:
3. Venue:
4. Organising Society:
5. Name, address and telephone no. of the Secretary or organising officer:
6. Public opening hours:
7. Location and layout of AEPS competition entries:
8. Specify if any other activity is proposed in the room:
9. Specify if there is a stage:
10. Number of frame rows:
11. Number of frames per row:
12. Number of breaks in each row:
13. Number of steward sessions:
14. Number of stewards required per session:
15. Total number of stewards required:
16. Total number of relief stewards required:
17. Floor plan of exhibition, showing layout of frames/rows/breaks, position of stage, and position of doors and exits:
18. Fire precautions, exits etc., and any other safety related information of which he should be aware:
19. Extent of availability of public address equipment:
20. Rooms not provided with public address equipment:
21. Nearest available telephones (may be mobile):
22. Non-emergency telephone number of Police:
23. Date of notification to Police:
24. Copy of the Safety Case documentation for the event.

PROCEDURE TO BE ADOPTED BY SECURITY STEWARDS IN THE EVENT OF AN INCIDENT.

1. **Attempted theft or suspicious incident.**

1.1 Alert the Security Officer or his deputy. Keep observation on any suspicious persons but do not leave your post before assistance arrives.

1.2 Other duty security Stewards must remain in position unless called, and must keep careful surveillance, in case the incident is a diversion and another incident is attempted elsewhere.

1.3 Two Stewards will immediately man the entrance doors and exits to prevent further persons entering the exhibition area. There is no power to prevent people leaving.

1.4 The Security Officer or his deputy will immediately go to the Steward who raised the alarm to deal with the incident.

2. **Discovery of a theft.**

2.1 Inform the Security Officer or his deputy and he will immediately contact the Police.

2.2 Two Stewards will immediately man the entrance doors and exits to prevent further persons entering the exhibition area. There is no power to prevent people leaving except anyone reasonably suspected of being involved.

2.3 All persons are to be kept clear of the crime area and on no account must anything be touched or disturbed until permission is given by the Police through the Security Officer or his deputy.

3. **Procedure on Fire or Bomb warning.**

3.1 People before property is the maxim to remember.

3.2 The public must be requested to leave the building as quickly as possible, in an orderly manner without rush. The announcement is to be given to each room over the public address system or, under the direction of the Security Officer or his deputy, by Stewards.

3.3 Security surveillance must be maintained so far as possible during the evacuation of the building.

3.4 Only so far as safety to persons permits, Stewards will remove the material for which the AEPS is responsible to a safe point.

3.5 The Security Officer or his deputy will alert the Police and/or Fire Brigade.

Note: The above procedure was adopted in March 1975 (It was omitted from the 1986 Edition of this handbook in error).
Reference to flashing warning lamps that are no longer available for use removed 22 November 2007.

CHAPTER TWENTY-FIVE

ASSISTANCE AT AEPS EVENTS

Running AEPS Stamp Days and Autumn Rallies present a challenge, both to the Association and to the host society, if any, in terms of manpower for organising the events and, on the day, for set-up / strip down and stewarding activities.

In future, in order to provide the funds essential to enable the AEPS to function without placing too great a burden on member societies, it will be increasingly necessary for the Association to directly organise fund-raising events in addition to those organised for the association by member societies.

In order to do cope with all these events, we will need to establish a pool of members of AEPS member societies, not just Council delegates, who are willing to assist in organising events on AEPS' behalf.

In advance:

Member societies are requested to ask for volunteers on a periodic basis and notify the names and contact details of potential event assistants to the Secretary of the Association.

On the day:

Even if you are unable to commit in advance, members of AEPS societies will always been welcome if they offer, on arrival or at any time during the day, to provide assistance at any of these events.

CHAPTER TWENTY-SIX

AEPS DISPLAY FRAMES

16-sheet frames:

The AEPS owns a large number of self-standing 16-sheet frames originally built for the London 1980 stamp exhibition. These provide 16 sheets per face, are double-sided and can be assembled in a wide variety of formats to suit the available display area. They have the advantage over our previous frames of providing more display space in a given floor area and enabling better display of 16-sheet competition entries.

8-sheet frames:

The AEPS still holds about thirty of our older double-sided display frames, holding eight sheets per side. These are approximately 3 feet long by 2ft 6in high and are hinged at the top to fold flat for transportation. They require tables to stand on.

Frame hire:

Both types of frames can be borrowed by member societies free of charge (but see below) for use in exhibitions, etc., by arrangement with the Frames Secretary (see Executive Committee list for his current name and address).

A minimum of three months' notice in writing should be given.

Societies wishing to borrow frames must supply the Frames Secretary with the information stated on the form on the next page.

Deposit:

A deposit of £10 will be required. This will be returned if the frames are delivered to the designated storage address by the date specified by the Frames Secretary. A cheque, made payable to "Association of Essex Philatelic Societies", and dated for the day of the event, should accompany the application form, which should be returned to the Frames Secretary, enclosing a stamped addressed envelope for his reply if the hirer has no e-mail.

The Frames Secretary will then arrange for the requested number of frames to be made available at the nearest storage point to you compatible with the requests submitted by other member societies.

Transport:

Societies borrowing frames must make their own arrangements for transporting the frames from and to the places which the Frames Secretary will advise on the form. The frames are normally stored at Rochford.

Societies must keep the Frames Secretary informed so that he can keep track of movements.

Safety:

It is the responsibility of the erector to ensure that the frames are safely and securely erected and of the event organiser to ensure that activity in the vicinity of the frames does not compromise the safety of the frames or their contents.

AEPS FRAME FUND

A separate AEPS Frame Fund was set up some years ago to finance the maintenance and ultimate replacement of the display frames. This has been funded by a combination of donations and depreciation.

The Annual General Meeting held on 16 November 1991 agreed that transfers from the General Fund (i.e. depreciation) should only occur if the balance in the Frame Fund was below £500, but donations, particularly from users of the frames, would continue to be welcome.

ASSOCIATION OF ESSEX PHILATELIC SOCIETIES
APPLICATION FOR HIRE OF AEPS DISPLAY FRAMES.

(To be completed by applicant – information required by the Frames Secretary).

APPLICANT: Name: .....
Society: .....
Address: .....
Postcode: .....
Telephone: .....
E-mail: .....

EVENT Title: .....
Date .....
Venue: .....

Number of frames requested: .....
Signature

HIRE CHARGE/DEPOSIT: (To be completed by Frames Secretary)

* A hire charge of £ : p is payable in advance.
* A returnable deposit of £ : p is payable in advance. This will be returned on prompt return of the frames. The Association reserves the right to retain all or part of the deposit if the frames are not returned by the due date shown on the form.

(* Delete as applicable)

Cheques should be made payable to "Association of Essex Philatelic Societies." and post-dated to the date of the event for which the frames are required.

For Frames Secretary's Use only:

Application received by the Frames Secretary:
Fee received:
Acknowledgement sent:
Details sent:

ASSOCIATION OF ESSEX PHILATELIC SOCIETIES
CONFIRMATION OF FRAME HIRE BOOKING.
CONDITIONS OF HIRE

1. The hirer agrees to bear the cost of repair or damage to frames or replacement of lost frames or parts thereof.
2. The hirer is responsible for arranging with the contacts listed below for collection and/or disposal of the frames by mutual arrangement, including provision of suitable transport.
3. Unauthorised attachments or modifications (such as labels, etc.) are not permitted.

Hire Charge / Deposit received: £ : p. _____ Frames Sec.

Frames to be available from:

No. of Frames	Available on or after:	Contact (Name, Address, Telephone).

Frames to be returned to:

No. of Frames	Return by:	Contact (Name, Address, Telephone).

CHAPTER TWENTY-SEVEN

AEPS ROAD SIGNS

The AEPS owns fifteen lightweight plastic "STAMP FAIR" road signs, size 460mm x 610mm, printed in black on yellow with space for an arrow to be attached at the foot, which can be attached with string (**not** wire) to lamp posts, etc., to guide visitors.

These can be borrowed by member societies, for a nominal fixed charge of £5 (cheque payable to AEPS) to cover depreciation, on request using the form illustrated. Borrowers are responsible for collecting and returning the signs.

Borrowers are advised not to erect these signs earlier than the evening before the event and to remove them immediately the fair closes. Signs should be positioned so as not to obstruct passers-by and sufficiently high to stop all but the most determined from interfering with them.

WARNING

Borrowers are reminded that local authorities' permission is necessary before signs can be hung on street furniture, and that public liability insurance for use of these signs is usually required as a condition of such permission. Societies using the signs are advised to take out such insurance in any case. It is not unknown for councils to remove unauthorised signs and charge the organiser for the privilege. Some councils are now threatening prosecution for unauthorised signage.

Local authority advice should be sought and the AEPS does not accept liability for any consequences of use of these signs.

ASSOCIATION OF ESSEX PHILATELIC SOCIETIES
Application for hire of road signs

To: AEPS Frames Superintendent.

From: Name of Society: Date:

Name of Contact:

Address:

Telephone number:

Date of Event:

On behalf of the society/person(s) named above, I hereby indemnify AEPS from any liability for any damage or action resulting from the use of these signs.

Signed: Date:

For AEPS use:

Date and time of collection:
Date and time of return:

Date:

Received from £5 for hire of road signs.

Signed:

CHAPTER TWENTY-EIGHT

SAFE-KEEPING OF A COLLECTION

In 1981, the Council of the Association learned of a considerable increase in crime, especially breaking and entering, in the county, and agreed that some notes on the safe-keeping of collections should be issued.

Urgent actions:

1. Stress to all members of the household that on **NO** occasion, however short, should doors and accessible windows be left unbolted. This means close and lock.

2. Ensure that keys are not left in locks when you leave the house.

3. Ensure that side and back gates are securely bolted, preferably with a padlock type, when they are not actually in use.

4. Inspect all internal and external bolts, padlocks and their fixings. renew with a strong type wherever needed.

5. Ensure that all ladders are securely bolted to a fixture or are placed under lock and key.

6. Check that all large suitcases are stowed away in relatively inaccessible places (not in cupboards, etc.). Thieves travel empty-handed as part of their routine, so they must never find innocent-looking cases in which to carry away their loot.

7. Never leave strong tools, such as spades, shears, etc., in unlocked outside sheds. Place them under lock and key.

8. Lock up the most valuable part of the collection at least in a strong cupboard and keep the keys very safely.

Follow-up actions:

9. Fit security locks to all external and internal doors paying particular attention to doors on the ground floor.

10. Fit security fixtures of the correct type to all windows, including casement windows. Ground floor back windows need special attention.

11. Never put old stamp magazines, auction catalogues, etc., in the dustbin. They advertise the existence of a collection.

12. Make a careful list of all items in the holding and keep this in a safe place away from the collection. Photograph, scan or photocopy valuable items.

13. Look carefully at the wisdom of insuring the collection and get advice if need be on this point.

14. Mark all albums, leaves, etc., with your postcode and house number [e.g. CM99 9ZZ(27)], as recommended by the Police, using one of the ultraviolet ink pens freely available from stationers. This will help prove the identify your property in the event of loss or theft.

15. Fitment of a burglar alarm should be considered.

Finally, nearly all Police stations have a designated Security Officer who will willingly come to the house to check and advise on security. He may well spot a weak and vulnerable point which you have missed.

CHAPTER TWENTY-NINE

VALUATION OR DISPOSAL OF A COLLECTION

The following notes are intended as guidance to members of member societies, both in making arrangements for their own affairs, and in handling approaches from relatives of deceased collectors or other persons wishing to have collections valued. There have been many accounts of inappropriate disposal of collections after the owner's demise and it is in the interests of all parties to avoid this.

Collectors generally are advised to ensure that their executors are made aware of their wishes regarding the disposal of their collections and philatelic material in the event of their death. A suitably worded letter should be lodged with their will or addressed privately to the executor or next-of-kin.

In the first instance, a person entrusted with disposal of a collection might best be advised to make contact with the Secretary of the deceased collector's own philatelic society, or a nearby one if he was not a member of a society.

A visit to the person who is wishing to obtain a value for or to dispose of the collection might be arranged to view the collection or material. To avoid the possibility of accusations of bias or malpractice, it is essential for at least two members to view the collection together. Perhaps the Secretary and Chairman might be satisfactory.

In the case of a general collection of no great value, it might be reasonable for advice to be given at a local society level, provided that the members feel competent to give such advice. If the collection is of a more specialised nature and no relevant expertise is available at local society level, then consideration should be given to enlisting specialist advice from without the society. This might, for example, be achieved by referring the matter to the Secretary of the AEPS, who, with assistance from the Executive, would be in a position to recommend specialists within the Association to view the collection and to advise the owner upon its disposal.

When advising on the disposal of material, it should be borne in mind that seldom will the immediate disposal of the collection be critical to the financial position of the survivor and, inevitably, the more time which can be devoted to the lotting and valuing of the collection, the more attractive will be the return.

Generally, if the collection were anything beyond a fairly general one, it would not be in the interests of the survivor to refer the collection to a dealer for direct sale.

Consideration should also be given to an approach to the appropriate specialist society or study circle to which the deceased collector might have belonged, details of which can be found in the ABPS handbook. These bodies usually hold auctions at least annually and would almost certainly be prepared to look at the material and advise its owner.

Alternatively, it might be considered appropriate to advise disposal through a reputable specialised philatelic auction house, in which case, careful enquiry into the commission charged, lotting services and costs and other charges should be undertaken.

Private treaty sales can be very remunerative as no charges are normally levied beyond a 15-20% commission on sales.

It is very unwise for a single individual member of the Association to involve himself or herself alone in the valuation or disposal of a collection for reasons which should be obvious.

CHAPTER THIRTY

AEPS SALES LIST 2025

AEPS has produced a number of publications and bulk-buys philatelic materials for sale to members. It also holds stocks of items published by member societies or individuals on a donation, commission or sale-or-return basis. The proceeds from these sales help provide the funds necessary to enable AEPS to fulfil its objectives to promote the hobby of philately in Essex.

Note: These prices are correct at time of going to press. Actual prices are subject to adjustment as new stocks are purchased.

AEPS Sales items are available on the AEPS Sales table at Council meetings or StampEssex, or by post. All items can be obtained from Mr. Stanway.

1. AEPS PUBLICATIONS

AEPS History	by Mr. R.D. Lee (1986). A brief illustrated history of the first 40 years of the AEPS. 16-page paperback. (P&P £2). ISBN 978-0-9511700-1-4.	£2.00
Mails Under London	by Mr. L.C. Stanway (2000). The history of the carriage of mails by rail under the streets of London by the Pneumatic Despatch Company, the Post Office Railway and by the London Underground companies. Includes details of stamps and other philatelic material. 56 pages, 17 plates, line diagrams of rolling stock. Paperback (P&P £3). ISBN 978-0-9535398-1-9.	£9.50

2. STATIONERY

Stamp Wallets	Black plastic with stamp mounting card insert, gold-blocked AEPS emblem.	£1.00
Bookmarks	Basildon 2004 commemorative, leather-effect bookmark. Gold-blocked. Available in black, red, lake, green or blue.	£1.00

3. TIES, BADGES, ETC

AEPS Woven Tie	(Maroon/Gold)	£7.50 (P&P £1)
AEPS Lapel Badge	Colour AEPS emblem in shield-shaped gold-effect pin mount	£1.50 (P&P 50p)
AEPS Tie Clip	Colour AEPS emblem in circular gold-effect mount on gold-effect bar clip. (Limited number only)	£5 (P&P 50p)
AEPS Cuff Links	Colour AEPS emblem in circular silver-effect mount on rigid bar-type cuff links.	£7.50 (P&P 50p)

4. SOUVENIRS, HANDBOOKS, ETC.

A number of souvenirs listed in the Catalogue are available for purchase, together with a wide range of AEPS and society event handbooks. If you are seeking such items, please contact Mr. Stanway with your wants list.

The AEPS will be pleased to accept covers, etc., from events run by member societies for sale on their behalf on the AEPS table as above, either as a donation or on a sale or return basis. No commission will be charged. Donations of any material for sale for AEPS funds would also be welcome.

5. ITEMS ONLY AVAILABLE FROM Mr. HOW

The following items are unsuitable for posting and subject to availability. They can be pre-ordered from Mr. How and collected at AEPS Council meetings or Stamp Days or by arrangement. Prices will depend on latest supplier price movements:

Album page covers	Venus Protectors Light Duty Plastic. 290mm x 275mm (50 covers).
Photo corners	Herma Transparol large self-adhesive corner mounts (100 pieces).
Storage boxes	Stout cardboard. Standard. 330mm x 320mm x 75mm.
	Stout cardboard. Postal History size.
	Stout cardboard. Postcard size.

CHAPTER THIRTY-ONE

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KEY:

(B) Business/Daytime phone no.
(F) Fax.
(H) Home/Evening.
(M) Mobile.

A AEPS Examiner.
Ar AEPS Archivist
AS AEPS Assistant Secretary.
B BTA Representative
C AEPS Council Delegate.
Ch AEPS Chairman
CR AEPS Competition Registrar
D AEPS Display
Dr Dealer
E AEPS Executive Committee
F Society Facebook Editor.
FS AEPS Frames Sec.
J AEPS Judge
L AEPS Life member.
N Newsletter Editor.
P AEPS President
PRO Publicity Officer
PrS Society Programme Secretary.
PS Society Packet Secretary
RS AEPS Road signs
SC Society Competition Registrar
SCh Society Chairman
Sec AEPS Secretary
SN Society Newsletter
SO AEPS Security Officer
SS Society Secretary
ST Society Treasurer.
T AEPS Treasurer.
W AEPS Webmaster.
Y AEPS Youth Officer.

(Bas) Basildon
(Ben) Benfleet
(BS) Bishop's Stortford
(Cfd) Chelmsford
(Cla) Clacton
(Col) Colchester
(EA) East Anglia PHS
(EF) Epping Forest
(F) Frinton
(G) Goodmayes
(Har) Harlow
(Hav) Havering
(I) Ipswich
(L) Leiston
(LW) Leytonstone & Wanstead
(ME) Mid Essex Postcard
(R) Rayleigh
(Sud) Sudbury
(W) Witham

CHAPTER THIRTY-TWO

COMBINED PROGRAMME

The Member Societies of the Association welcome visitors and members of other Essex societies to their meetings as shown below. Most venues are now fully-accessible to mobility-impaired persons, but, if in doubt, such persons should take advice from the organisers.

"(Provisional date)" indicates that the society in question is scheduled to meet on that date, but that confirmation and details had not been received by the Editor at the time of going to press. Visitors intending to attend such meetings are advised to contact the relevant Society Secretary to confirm arrangements before travelling. *Events in italics are organised by other bodies and included for information only.*

2026

Jan 2026	*1*	*-*	*NEW YEAR'S DAY*
Jan 2026	5	Basildon	To be advised.
Jan 2026	5	Frinton	Members' displays – Postcards (2pm-5pm).
Jan 2026	7	Benfleet	Annual General Meeting & mini-auction.
Jan 2026	7	Clacton	Bourse and Bob Peters displays Norfolk Island (7pm-10pm).
Jan 2026	7	Goodmayes	To be advised.
Jan 2026	8	Harlow	To be advised.
Jan 2026	8	Witham	Think of a Number (Members)(afternoon)
Jan 2026	12	Rayleigh	Annual Quiz.
Jan 2026	13	Sudbury	Films.
Jan 2026	19	Frinton	The Chairman's Choice (7pm-10pm).
Jan 2026	20	Basildon	To be advised.
Jan 2026	21	Ipswich	'Members' Display (afternoon).
Jan 2026	22	Harlow	To be advised.
Jan 2026	24	EAPHS	Zoom meeting 10am. Guests welcome.
Jan 2026	24	Epping Forest	Saturday stamp auction.
Jan 2026	26	Rayleigh	Ken Seymour Memorial Display.
Jan 2026	30	Colchester	Subject to be advised (2-4pm).
Feb 2026	2	Basildon	To be advised.
Feb 2026	2	Frinton	Gold Coast (Andrew Skilling) (7pm-10pm).
Feb 2026	4	Benfleet	Ross Dependency (thematic) (Colin Evans).
Feb 2026	4	Goodmayes	To be advised.
Feb 2026	4	Clacton	Competition Evening (7pm-10pm).
Feb 2026	4	Ipswich	Competition - Up to 10 Sheets of your Choice (evening).
Feb 2026	5	Witham	Postal History (Bruce Wilkinson).
Feb 2026	9	Rayleigh	Letter R (Members).
Feb 2026	10	Epping Forest	Visit from Watford P.S. with Martyn Atyo "Post And Go", Graham Walker: Native American Place Names, Steve Birch: "Spain".
Feb 2026	10	Sudbury	Informal and auction viewing.
Feb 2026	12	Harlow	To be advised.
Feb 2026	14	Witham	STAMP FAIR & Exhibition at The Labour Hall, Collingwood Road, Witham CM8 2EE 10am-4pm. (New Venue)
Feb 2026	16	Frinton	Display by Kevin Marsden and Ray Rackham (7pm-10pm).
Feb 2026	17	Basildon	To be advised.
Feb 2026	18	Ipswich	German Occupation Issues (Derek Pollard) (afternoon).
Feb 2026	23	Leytonstone & Wanstead	Auction.
Feb 2026	23	Rayleigh	Origins and Introduction to the United Nations (Len Stanway FRPSL).
Feb 2026	26	Harlow	To be advised.
Mar 2026	2	Basildon	To be advised.
Mar 2026	2	Frinton	Annual General Meeting and Members' 8- or 16-sheet displays (7pm-10pm).
Mar 2026	2	Sudbury	Auction.
Mar 2026	4	Benfleet	Origins of and Introduction to the United Nations (Len Stanway FRPSL).
Mar 2026	4	Clacton	Bourse and Members' displays (7pm-10pm).
Mar 2026	4	Goodmayes	To be advised.
Mar 2026	4	Ipswich	Two Members Entertain: Victory Issues (Barry Martin) & Grenada 2 (Andy Soutar) (evening).

Mar 2026	5	Witham	Mails Under London (Len Stanway FRPSL).
Mar 2026	9	Rayleigh	To be advised.
Mar 2026	10	Epping Forest	RDP: "Denmark: Conscience, Conflict and Camps 1932-1949" and "The Re-Unification of Southern Jutland with Denmark 1864-1920, plus some postcards (Birthe King FRPSL)
Mar 2026	12	Harlow	To be advised.
Mar 2026	13	Colchester	Subject to be advised (2-4pm).
Mar 2026	16	Frinton	Members' displays – Letters M, N and O (7pm-10pm).
Mar 2026	16	Sudbury	Display by Rayleigh P.S.
Mar 2026	17	Basildon	To be advised.
Mar 2026	18	Ipswich	Ross Dependency - Stamps & Postal History (Colin Ross) (afternoon).
Mar 2026	23	Leytonstone & Wanstead	Quiz Night.
Mar 2026	23	Rayleigh	Chairman's Night.
Mar 2026	26	Harlow	To be advised.
Mar 2026	30	Frinton	Bourse with Sarah Brrokes (2pm-5pm).
Apr 2026	1	Benfleet	Isle of Man (David Belton).
Apr 2026	1	Clacton	Annual General Meeting (7pm-10pm) (Members only).
Apr 2026	1	Goodmayes	To be advised.
Apr 2026	1	Ipswich	Society Auction. View Lots from 4pm, Auction Starts at 7pm Sharp (In the Conference Room).
Apr 2026	2	Witham	Anything beginning with G, H, I or J (Members)(afternoon)
Apr 2026	*3*	-	*GOOD FRIDAY BANK HOLIDAY*
Apr 2026	*6*	-	*EASTER MONDAY BANK HOLIDAY*
Apr 2026	7	Sudbury	Display by Bury St Edmunds Postcard Club.
Apr 2026	9	Harlow	To be advised.
Apr 2026	13	Frinton	Ed Hitchings Entertains (7pm-10pm).
Apr 2026	14	Chelmsford	Members' displays.
Apr 2026	14	Epping Forest	Competition Evening.
Apr 2026	15	Ipswich	The Harrison's Entertain (Dahlia & Terry Harrison) (afternoon).
Apr 2026	21	Basildon	To be advised.
Apr 2026	21	Sudbury	Bring & Buy and Informa displays (letters V, W & X).
Apr 2026	23	Harlow	To be advised.
Apr 2026	25	EAPHS	Annual General Meeting, bourse and members' displays, 10.30-16.30, Stowmarket.
Apr 2026	27	Frinton	James Podger FRPSL displays West Indies (7pm-10pm).
Apr 2026	27	Leytonstone & Wanstead	Pakistan (Abdul Aziz).
Apr 2026	27	Rayleigh	To be advised.
May 2026	*4*	-	*MAY BANK HOLIDAY*
May 2026	5	Sudbury	Annual General Meeting.
May 2026	6	Benfleet	Lighthouses Around Great Britain (Kevin Dillistone).
May 2026	6	Clacton	Bob Hider displays Early Commonwealth of Australia.
May 2026	6	Goodmayes	To be advised.
May 2026	6	Ipswich	President's Night with Penny Black Theme (evening).
May 2026	7	Witham	Belorussia (David Martin) and Engraved Stamps Part 2 (Ian Kelly).
May 2026	**9**	**AEPS**	**STAMPESSEX 2026, Runnymede Hall, Thundersley, Essex, 10am-4pm. Includes Spring 2026 Competitions.**
May 2026	12	Chelmsford	Members' displays.
May 2026	12	Epping Forest	Annual General Meeting and Kimble Trophy Competition.
May 2026	14	Harlow	To be advised.
May 2026	11	Frinton	Graham Wylde displays GB Line Engraved (2pm-5pm).
May 2026	11	Rayleigh	To be advised.
May 2026	19	Basildon	To be advised.
May 2026	19	Sudbury	Display by Norfolk & Norwich P.S.
May 2026	20	Ipswich	Annual General Meeting, followed by a Quiz & Social End to the Season.
May 2026	*25*	-	*SPRING BANK HOLIDAY*
May 2026	25	Leytonstone & Wanstead	Social (by invitation).
May 2026	28	Harlow	To be advised.
Jun 2026	1	Basildon	To be advised.
Jun 2026	1	Frinton	Cliff Ayres displays World War Battleships (7pm-10pm).
Jun 2026	2	Sudbury	Forgeries (Chris Harman FRPSL).
Jun 2026	3	Benfleet	Paper, Past and Present (Wendy Buckle).

Jun 2026	3	Clacton	Bourse and Members' displays (7pm-10pm).
Jun 2026	3	Goodmayes	To be advised.
Jun 2026	4	Witham	Mick Carter Entertains.
Jun 2026	8	Rayleigh	To be advised.
Jun 2026	9	Chelmsford	Members' displays.
Jun 2026	11	Harlow	To be advised.
Jun 2026	13	Epping Forest	Saturday stamp auction.
Jun 2026	15	Frinton	Garie Naden displays Horse Posts & Mail Coach Routes (7pm-10pm).
Jun 2026	16	Basildon	To be advised.
Jun 2026	22	Leytonstone & Wanstead	Annual General Meeting.
Jun 2026	22	Rayleigh	To be advised.
Jun 2026	25	Harlow	To be advised.
Jun 2026	26	Ipswich	Display at Norwich & Norfolk P.S.
Jun 2026	29	Frinton	Sue Burn displays "Smithy" – The extraordinary flying life of Australia's most famous pilot (2pm-5pm).
Jul 2026	1	Benfleet	Red Cross (Tony Davis).
Jul 2026	1	Clacton	Bourse, and Bob Reid displays Ascension (7pm-10pm).
Jul 2026	1	Goodmayes	To be advised.
Jul 2026	2	Witham	Evolution of Censored Postcards (Don Davies).
Jul 2026	6	Basildon	To be advised.
Jul 2026	7	Sudbury	Detectoring (Paul Odell).
Jul 2026	9	Harlow	To be advised.
Jul 2026	13	Frinton	Auction Night (viewing 7pm, auction 7.30pm-10pm).
Jul 2026	13	Rayleigh	To be advised.
Jul 2026	14	Epping Forest	To be advised.
Jul 2026	21	Basildon	To be advised.
Jul 2026	23	Harlow	To be advised.
Jul 2026	27	Rayleigh	To be advised.
Aug 2026	3	Basildon	To be advised.
Aug 2026	4	Sudbury	To be advised.
Aug 2026	5	Benfleet	Bourse, Bring and Buy.
Aug 2026	5	Clacton	Bourse and Members' displays (7pm-10pm).
Aug 2026	6	Witham	Colin Evans Entertains.
Aug 2026	10	Rayleigh	To be advised.
Aug 2026	11	Epping Forest	To be advised.
Aug 2026	13	Harlow	To be advised.
Aug 2026	18	Basildon	To be advised.
Aug 2026	24	Rayleigh	To be advised.
Aug 2026	27	Harlow	To be advised.
Aug 2026	*31*	-	*AUGUST BANK HOLIDAY*
Sep 2026	1	Sudbury	To be advised.
Sep 2026	2	Benfleet	New Zealand. A New Era (Brian Stonestreet).
Sep 2026	2	Clacton	Bourse and Members' displays (7pm-10pm).
Sep 2026	2	Goodmayes	To be advised.
Sep 2026	2	Ipswich	To be advised.
Sep 2026	3	Witham	Africa (Members' displays).
Sep 2026	7	Basildon	To be advised.
Sep 2026	8	Epping Forest	To be advised.
Sep 2026	8	Chelmsford	Members' displays.
Sep 2026	10	Harlow	To be advised.
Sep 2026	14	Frinton	Nick Harris displays Anglo-Boer War (7pm-10pm).
Sep 2026	14	Rayleigh	To be advised.
Sep 2026	15	Sudbury	To be advised.
Sep 2026	16	Ipswich	To be advised.
Sep 2026	22	Basildon	To be advised.
Sep 2026	24	Harlow	To be advised.
Sep 2026	26	EAPHS	Autumn Meeting, Stowmarket.
Sep 2026	28	Frinton	Peter Lister FRPSL displays What An Inheritance Brings 2 (2pm-5pm).
Sep 2026	28	Leytonstone & Wanstead	To be advised.
Sep 2026	28	Rayleigh	To be advised.
Oct 2026	1	Witham	Queens Afternoon.
Oct 2026	5	Basildon	To be advised.
Oct 2026	6	Sudbury	To be advised.
Oct 2026	7	Benfleet	Society Auction.

Oct 2026	7	Clacton	Mick Carter displays British Occupation of Italian Colonies (7pm-10pm).
Oct 2026	7	Goodmayes	To be advised.
Oct 2026	7	Ipswich	To be advised.
Oct 2026	8	Harlow	To be advised.
Oct 2026	*9*	*United Nations*	*WORLD POST DAY.*
Oct 2026	12	Frinton	Terry Rawlings displays Aspects of Spain 3 (7pm-10pm).
Oct 2026	12	Rayleigh	To be advised.
Oct 2026	13	Chelmsford	Members' displays.
Oct 2026	13	Epping Forest	To be advised.
Oct 2026	20	Basildon	To be advised.
Oct 2026	20	Sudbury	To be advised.
Oct 2026	21	Ipswich	To be advised.
Oct 2026	22	Harlow	To be advised.
Oct 2026	26	Frinton	Simon Moorcroft FRPSL displays Manchester Postal History (7pm-10pm).
Oct 2026	26	Leytonstone & Wanstead	To be advised.
Oct 2026	26	Rayleigh	To be advised.
Nov 2026	2	Basildon	To be advised.
Nov 2026	3	Sudbury	To be advised.
Nov 2026	4	Benfleet	The Committee Entertains.
Nov 2026	4	Clacton	Auction (7pm-10pm).
Nov 2026	4	Goodmayes	To be advised.
Nov 2026	4	Ipswich	To be advised.
Nov 2026	5	Witham	Annual General Meeting & Bring & Buy.
Nov 2026	9	Frinton	Bob Peters displays Covers and Miniature Sheets (7pm-10pm).
Nov 2026	9	Rayleigh	To be advised.
Nov 2026	10	Chelmsford	Members' displays.
Nov 2026	10	Epping Forest	To be advised.
Nov 2026	12	Harlow	To be advised.
Nov 2026	17	Basildon	To be advised.
Nov 2026	17	Sudbury	To be advised.
Nov 2026	18	Ipswich	To be advised.
Nov 2026	23	Frinton	Competition Night (7pm-10pm).
Nov 2026	23	Leytonstone & Wanstead	To be advised.
Nov 2026	23	Rayleigh	To be advised.
Nov 2026	26	Harlow	To be advised.
Dec 2026	1	Sudbury	To be advised.
Dec 2026	2	Benfleet	Christmas Social and Member's Display.
Dec 2026	2	Clacton	Pre-Christmas Buffet (7pm-10pm).
Dec 2026	2	Goodmayes	To be advised.
Dec 2026	2	Ipswich	To be advised.
Dec 2026	3	Witham	Christmas Gathering.
Dec 2026	7	Basildon	To be advised.
Dec 2026	7	Frinton	Christmas Celebrations (7pm-10pm).
Dec 2026	8	Epping Forest	To be advised.
Dec 2026	10	Harlow	To be advised.
Dec 2026	14	Leytonstone & Wanstead	To be advised.
Dec 2026	14	Rayleigh	To be advised.
Dec 2026	16	Ipswich	To be advised.
Dec 2026	22	Basildon	To be advised.
Dec 2026	*25*	*-*	*CHRISTMAS DAY BANK HOLIDAY*
Dec 2026	*28*	*-*	*BOXING DAY BANK HOLIDAY*

2027

Jan 2027	6	Benfleet	Annual General Meeting & Mini Auction.
Jan 2027	7	Witham	New Acquisitions (Members).
Feb 2027	3	Benfleet	Ross Dependency to 1987 (Colin Evans).
Mar 2027	3	Benfleet	To be confirmed.

Any dates published are subject to change at short notice. You are advised to contact the society concerned for confirmation before travelling.

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NOTES

[1] Future events planned or reserved are:

83.	Rayleigh?	Mar 27
88.	Rayleigh? (75th)	Mar 32
92.	Leytonstone & Wanstead (100th)?	Autumn 36
126.	Witham (100th)?	Spring 70

[2] For past and present Life members, see volume 2.

[3] For past and present Honorary members, see volume 2.

[4] The minimum subscription was raised from £1 to £5 at the 2011 Annual General Meeting.

[5] The current per-capita subscription is 70p, set by the Annual General Meeting held in 2015.

[6] The current rate is based on 50% of the society's membership (as confirmed by Executive Committee 1Feb2007).

[7] Amended by Council 17Nov2001.

[8] Deleted by Council 17Nov2001.

[9] By way of exception, the Competition Registrar may accept entries made on A4 size sheets (297mm high) with suitably close-fitting protectors. Such entries must be on sheets stiff enough to support the material (100gsm minimum recommended) and AEPS cannot be held responsible for damage caused by failure in this regard. A4-size entries will be judged but display cannot be guaranteed depending on the frames used. Entrants are cautioned that such entries do not comply with National or International level rules if further development is intended.

[10] Amended by Council 3Feb2001.

[11] Amended by Council 17Jun2000.

[12] Corrected 29Aug2004.

[13] Amended by Council 20Nov1999.

[14] Amended by Council 3Feb2001, effective 2002.

[15] Cross-references added for clarity by Executive Committee 13Jan2000.

[16] Interpretation: Perfins and overprints not listed in Gibbons catalogues applied to identify businesses, etc., are eligible for the Cinderella competition.

[17] Corrected 29Aug2004.

[18] This section amended by Council July 2013. The first competition was held in Autumn 2005 as Social Philately Class and first under new Open Class Rules in Autumn 2014.

[19] Rules and marking table approved by Council 12Nov2011.

[20] "Eligible" added by Council 15Nov2014. Effective 1Jan2015.

[21] "Highest placed eligible" replaced "higher placed" by Council 15Nov2014. Effective 1Jan2015.

[22] For excluded list, see Volume 2.

[23] Main criterion changed from placing to marking and reference to specific competitions deleted by Council 15Nov2014. Effective 1Jan2015.

[24] Approved by Council 1Sep2012.

[25] Certificates were first awarded for the Spring 2014 Competitions.

[26] Amended by Council 30Mar2019.

[27] Although the UK permitted text on the address side from 1902, not all UPU countries were required to accept this until 1Oct1907.

[28] If it is not possible for them to gain access to all parts of the event and no other suitable venue is available, the organiser should make potential visitors aware of any limitations on access. A public event should not be held in any venue that totally excludes wheelchair users.

[29] Item 8.2 added Nov2019.