



Area Service Committee Minutes for May 2006

For The Attention Of

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These are the full minutes as recorded at the ASC by the secretary. They are collated from the event, and the reports that are emailed into the secretary for inclusion. The reports appear as sent by the sub committee, hence the differing formatting and appearance. Please email [webservant@nwna.info](mailto:webservant@nwna.info) with any errors, omissions, errors, or further information. Please check our website notice board regularly for updates on information, latest meeting times and service committee information. <http://www.nwna.info/noticeboard>

## ASC Steering Committee Report

Phoneline is in chaos, and the Chair, has resigned. The rota system is in a poor state, and the phoneline is not working at all well. P.I. has taken this under its wing. The steering committee agreed that all who do service should put themselves out to take a shift and get this crucial service back up to a satisfactory condition in the shortest possible time. James has stepped into the breach as vice chair. All agreed that he need considerable support with this position.

Trusted servants, the ease by which the wrong persons for the job can get voted in, and the poor response to poor service standards was discussed. Region are addressing this business as well of we can best ensure that those in service are selected. A policy review is under way after a series of “apologies were sent to area”, but no cover representative or consistent reports were given. Was agreed that we can not let trusted servants but unsupported or un challenged if the role is not being fulfilled in a competent manner. Too much is as stake.

There was no further information on members redress raised at a previous ASC.

An instruction sheet was requested for our service forum.

## Concepts Read By

Scott

## Apologies

Joe, Vice Chair. Mick, European Convention Chair

## Last Months Minutes

Anthony, passed. Apologies from Bill, Area Sec due to failure to post out last months minutes. Bill requested that area cease posting the minutes, that they be a downloadable service from our website for all groups to acquire. This was not accepted by the majority. Minutes will still be posted. It was suggested that groups try to use the new download service as much as possible to save money at area.

## Introductions

3 New GSR's were welcomed to Area, and GSR intro sheets handed out. From next month a new GSR buddy system will be implemented to support new GSR's to the working of the area.

## Positions Vacant

<u>Position</u>	<u>Servant</u>	<u>Start Date</u>
<b>ASC Chair</b>	Helen	Feb 06
ASC Chair Vice	Joe	
<b>ASC Treasurer</b>	Steve M	
ASC Treasurer Alternate	Mike	June 06
<b>ASC Literature</b>	Kerry	May 06
ASC Literature Alternate	Robbie	June 06
<b>ASC Secretary</b>	Bill	March 06
ASC Secretary Alternate	Cheryl	June 06

ASC Brew person	Derek	June 06
<b>Regional Committee Member</b>	Darren	
R.C.M Alternate	Paul M	
<b>European Convention Chair</b>	Mick	
CD & Tape Library	Anthony (temp)	
<b>Convention Chair 2008</b>	Steve M	
<b>Fundraising &amp; Entertainment Chair</b>		
<b>Helpline Chair</b>		
Helpline Alt	James	August 06
<b>Hospitals &amp; Institutions Chair</b>	Sharon	
Hospitals & Institutions Alt		
Meetings List	John	
Outreach Chair		
Parents & Carers Chair	Anthony	July 06
Post Box	Adam	
Prison Sponsorship	John	June 06
<b>Public Information Chair</b>	<b>Ash</b>	
Public Information Alt		
Website	Bill (temp)	
Ad-Hoc Committee Chair	Paul M.	August 06

## Group Issues

Stockport Mon: Is it ok for our meeting to offer financial support to another meeting? Each meeting is autonomous, so if that is the consensus of the meeting, then yes.

Ashton – Tue . Lunch time meeting that is carrying the message to newcomers asks that members volunteer to do main shares.

Chis, Liverpool. Repeated correctly that the online meeting information and the area where to find list is again wrong. Apologies given. This is being attended to urgently.

## Old Business

1 meeting fed back that it was keen our Area did not repeat the process of keeping back money generated by conventions, and pass it up the service structure.

## Convention Report

Bob, 07957 427703 reports that the already publicised fund raisers are to added to with, XMAS party, New Years party. Bob says that the Euro convention F&E committee are open to new ideas, support, and help for other events.

P&C chair expressed concern about the ex P&C chair now being involved with the European convention, when the P&C sub committee of this area had not been approached. Darren responded that the European convention is heavily dependent on this area for service and experience, however, it can only operate with those that turn up to its meetings. Darren repeated his request for more attendance from members, sub committees, from this area to European convention meetings.

## CD & Tape Library Report

Anthony kindly agreed to support this role on a temp measure. Expressed the importance of our tape library in carrying the message and urged groups to support this by helping fill this service position.

## Regional Committee Member Report

No written report available to date.

## Website Report

Like the phone line, this is first point of contact for many, and is suffering by not having a full time web servant. Bill is covering. There are issues with the website as new rules have come in for accessibility and discrimination that demand a certain design be built in. This requires some work and bill is addressing this at present. The website now offers the minutes to be downloaded. The service forum is available to assist GSR's, trusted servants for those who want to use it.

## Helpline Report

No helpline report. Discussion on the unacceptable state of our helpline service. 12 step list needs updating urgently, and the rota needs attending to urgently as well. James, and P&I to pick up this problem. Much support needed at this time. Our helpline is not helping much at present, and needs help it self.

Please use the contacts on our website, and the forum [www.nwna.info/forum](http://www.nwna.info/forum) to help in getting communication going, keeping the 12 step list upto date, volunteering for phonline slots.

## Post Box Report

Adam bought the post. Was asked to increase collection frequency from this now that it is an important contact point for the increasing communications regarding the European convention.

## Parents & Carers Report

Discussion on the use of the word "proper" to describe a crèche facility. Discussion on P&C opening a bank account, information given on this. Comments fed back that to date, the provision of crèche services has had no impact on meeting attendance. Requests made to look to ways of advertising this service. Very positive response was given to the idea of finding a way to have a crèche at ASC meetings.

5<sup>TH</sup> JULY 2006

INTRODUCTIONS: ANTHONY (chair),JOANNE, SEAN, ROBBIE (vice chair),TOM (brews), IAN, KERRY, RUTH(secretary),KERRY.

APOLOGIES: JOANNE(treasurer)

Robbie read the concepts.

TREASURERS REPORT: none

POSITIONS VACANT : none

Last months minutes passed by Kerry.

## GROUP DISCUSSION

- 1) It was discussed that there is an event on in Stockport at the same time we were going to have our funday so the group voted to cancel until further notice and we will rearrange.
- 2) Anthony will enquire at area about the bank account. It is thought that the chair, treasurer and someone from area need to be the named people on the account.
- 3) Robbie is going to ask Emma to bring the t shirts to his house.
- 4) Anthony will contact Lisa from Preston about a child friendly meeting.

- 5) Kerry said that area thought that we had set a precedent by saying we would support a new child friendly meeting with a donation of £250 . As a sub committee we will look at this and address it but we will consider supporting any child friendly meeting where we can in our area.
- 6) The next Parents and Carers sub committee meeting will be on Saturday 15 July in Darwen from 4 until 6.

#### PARENTS AND CARERS SUB COMMITTEE MEETING 15 JULY 2006-07-29

INTRODUCTIONS: ANTHONY (chair) HOWARD ROBBIE ( vice chair) RUTH ( secretary ) CRAIG KERRY TOM ( brews )

Tom read the concepts

APOLOGIES : JOANNE ( treasurer )

Minutes passed as read by Kerry

Treasurers report not available.

POSITIONS VACANT : literature/merchandise- Howard took this position  
Newsletter editor – Kerry took this position

#### GROUP DISCUSSION :

- 1) Lou has the p and c t shirts and will be giving them to Anthony.
- 2) Lisa is going to look for a venue in Preston. We will support where possible and fulfil the aims of the committee.
- 3) Kerry is going to be the newsletter editor and this will be produced quarterly.
- 4) The European Convention has a kids club and Anthony is enquiring at area as to why we were not asked if as a committee we want to be involved.
- 5) To make the p and c committee more accessible we will travel to other meetings if venues and times can be suitably arranged. We will look at making p and c meetings child friendly .
- 6) A meeting in Liverpool has requested some help to buy crash mats for their meeting . We have let them know if they look for them we will give £50 to buy some.
- 7) Anthony will ask at area if the helpline directs callers to p and c if necessary.

The next p and c meeting will be on SUNDAY 13 AUGUST 4PM- 6PM GREEN LANE COMMUNITY CENTRE .

## Where To Find Report

Our where to find was delivered to area. We have changed our processes to get this important document upto date. We are now using our database on the website as the direct and single point of meeting information. This then generates the online meetings list, and our printed meetings list for area. John now takes the WTF that goes around area and inputs the changes directly onto the website database. This should speed up the process and stop our communication problems regarding changes.

## Prison Sponsorship Report

No report this month.

## Hospitals & Institutions Report

H&I Sub-committee Meeting  
29th July 2006

Traditions: Read by Jon Jon

**Attendance:** Sharon, Jon Jon, Duncan, Laurie, Anthony, Anthony Mike, Andy, Steve

**Apologies:** Andy T, John H

### Positions

Chair: Sharon (07738 705 257)

Treasurer: Duncan (07958 650 475)

Panel Co-ordinator (Liverpool): Jon Jon (07886 691 081)

Panel Leaders: Guy, Laurie, Mike B, Mike D, Andy T, Jason S, John H

Panel Members: Catia, Chris

Secretary: Anthony (07985 664 567)

Refreshments: Steve (07842 607 729)

### Positions Vacant

Literature: 1 year clean time requirement

Panel Co-ordinator (M/C Area): 1 year clean time requirement

Panel Co-ordinator (Lancashire Area): 1 year clean time requirement

Panel Leader Kirkham: 1 year clean time requirement

Vice Chair: 2 year clean time requirement

Treasurer: 2 years clean time requirement

**Positions Filled:** Andy voted in for Literature position

**Literature Report** by Duncan: No need for literature to be ordered this month and the position has been handed over to Andy who was voted in today

### Treasury Report

Balance brought forward		£50.00
Money from Area 01/07/06	+	£100.00
Travel to Lancaster 27/07/06	-	£10.00
Travel to and from Liverpool	-	£15.00
Refreshments	-	£01.10
Balance	-	£123.90

### Liverpool Panel Coordinators Report

**Kevin White Facility:** Fortnightly meetings going ok, more literature needed

**Birchwood:** Panel leader on holiday at the moment and Panel Member Jonathon took the last meeting. Weekly meetings going ok. Well attended and received well by residents. A meeting format to be provided for this facility meeting by the committee, as panel leader using format from an NA meeting.

**Summergrove:** Female member due to come and be voted in as Panel Leader but could not make the committee meeting today, but should attend next month.

Panel Leader Report for **Prestwich** Manchester: All going well at this facility at the moment, panel leader is getting different people into share regularly. The meeting is also well attended at the moment due to the staff encouraging clients to attend H&I meeting.

**Female Focus:** Going well at the moment panel leaders service position is up in September.

**Lancaster Castle:** All well at Lancaster castle, however a new clearance list is needed. Jason been unable to attend for two weeks.

### Old Business

Strangeways are still waiting on clearance, no contact with Buckley Hall and Altcourse.

New business: It was decided by the committee that due to changes in a facility, it would be in the best interest generally if all panel members are voted into their positions in the same way that panel leaders are.

At the last ASC the GSR of the Tuesday Blackburn meeting requested the sum of 87.50 for literature to be given to prisoners in HMP Preston. The literature requested was Basic Texts, Step Working Guides and It Works How and Why. As prisoners can be given Basic Texts from UKSO if they should request one, It did not seem financially viable for H&I to provide them also. The committee agreed that this proposal needs to be brought directly to the H&I subcommittee meeting and not the ASC as proposal raised questions from the sub committee that could not be answered as the nobody from the Tuesday Meeting was there to answer them.

**Other Business:** £448.85 requested from the ASC was permitted and business cards are to be designed to send to different hospitals and institutions along with the proposed literature blitz..

**CAN ALL GSR'S TAKE BACK TO GROUPS NAMES NEEDED FOR PEOPLE TO GO INTO LANCASTER CASTLE. PLEASE ANNOUNCE!!!!!!!!!!!!!!**

**Venue date and time for next H&I sub-committee meeting**

Saturday 26 August 2006. 3pm until 5pm at Walter Robinson Court, Laycock Gate, Blackpool, Lancashire.

**The committee likes to thank all those that have been involved in service this month!!!**

## **Fundraising & Entertainment Report**

No report or committee exists.

## **Public Information Report**

**Minutes of the North West England & North Wales Area Public Information Subcommittee on 5/8/06 at Stonecroft church Liverpool at 1230 pm**

**Attendance** Ash Sam John Collete John Stewart Darren Mike

**Apologies** Gary Aby Lee

**Vacancies** Brewperson Secretary 12 step coordinator  
Blackburn coordinator  
All alternates

## **Treasury**

Credit

£675 deposited to be cleared from ASC

Debit

£42 Training Day

£37 Transport

£79 collect from ASC

## **Presentations done**

26/7 Blackpool CDT Good attendance concern for drug workers that addicts on methadone judged traditions reinforced and ASC made aware

1/8 Blackpool probation

## **Presentations arranged**

LACE Service User Group conference in Manchester in September  
Presentation to Shared care GPs in Cumbria in October  
14/8 Barrow Outreach work

## **CHITS**

System working smoothly John to follow up with probation who are considering paying clients transport money to attend meeting if they show CHIT

## **Training Day**

22/7 Good feedback although attendance low  
12/8 Stockport fun day workshop ideas discussed

## **Literature report**

4 packs sent

## **Next meeting**

Public Information Subcommittee on Saturday 2/9/06 from 1230 pm to 130pm at Stoneycroft Church before Area- call 07961172454 for directions.

## **Serenity Prayer**

## **Focus Group**

Paul led a discussion on the findings of the focus group. It was agreed that GSR's need support and training in order to fulfilling a crucial role. Paul was voted in to chair an Ad-Hoc committee dedicated to reaching out to groups to organise training and support. Much support was given to this. GSR's are the silent majority at the ASC and this is not right. GSR's are the power and the voting members who should be guiding our area. GSR's need support to voice opinion, and directly affect the way we operate. The ASC's , when it takes its inventory in October needs to address this.

## **Outreach Report**

No committee exists.

## **Literature Report**

No literature report available. Will be posted on website.

## **New business**

Why the ASC never has enough time to cover all the topics. Time needed to find a way to perhaps start earlier, end later. Discussion on this needed after several voiced concern that we keep running out of time.

RCM to complete report on findings by region regarding our standards in matching the right persons for the right service position.

## **Treasurers Report**

Will be posted website. [www.nwna.info/minutes](http://www.nwna.info/minutes)

## **Date & Time of Next Meeting**

Sat 2<sup>nd</sup> September

**ASC**