



2nd January 2010

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@wna.info with any errors, omissions 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>

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Abbreviations: GSR's – Group Service Representatives TS's – Trusted Servants SC's – Sub-Committees

1. ASC Steering Committee Report

No new business was raised during the Steering Committee meeting.

Since last ASC some confusion regarding the Ad Hoc Committee (AHC). A clarity statement was read out by Tony regarding the purpose and intentions of the AHC, everyone agreed that this made situation clearer and felt reassured that they are carrying out their work according to relevant guidelines and will submit proposals in future for discussion at area. A copy of the clarity statement and a brief report has been included under Sub-Committee and Trusted Servant Reports at the end of these minutes.

GSR's asked where the next AHC meeting will be held. Dates have not yet been confirmed but they plan to hold meetings in Manchester, Chester and Liverpool shortly. When these meetings have been arranged the AHC will notify the ASC secretary so an email can be sent to all GSR's to announce details in their meetings. The AHC are hoping to hold a meeting at the convention in March and may hold a meeting prior to a future ASC meeting. They want to include as many people as possible in this process. Any member, or group, that wants to hold an AHC meeting in their area should contact Sam or Tony to discuss this.

Old business basically revolved around the area inventory. A Service Workshop will be held at the convention in March. The steering committee will organise this but would like people to come forward if they are interested in getting involved.

Rob from Preston said that he would like to make a proposal to move the ASC to the Preston area now that we have completed 12 months in Warrington. Time was allocated to discuss this during the ASC with all GSR's present.

2. Attendance

John (ASC Chair), Shirley (ASC Secretary), Mick (Convention Vice Chair), Lorna (Prison Sponsorship & ASC Brew), Ruth (ASC Treasurer), Robert (ASC Alt. Treasurer), Lee (ASC Literature), Glen (ASC Alt. Literature), Tony (Ad-Hoc Committee), Andy (RCM), Phil (H&I Vice Chair), Jimmy (H&I Chair), Kevin (ASC Brew), Rob (Meeting List), Mark H (new PI Chair), Martin (CD Library & Addaction, Blackpool), David D (GSR), Nick McD (GSR), Pete H (GSR), Wendy (GSR), Graham, Jim, Louise (GSR), Catherine, Gerard (Alt. GSR), Lucy, Claire, Adam R (GSR), Diane, Stephen (GSR), John Mc (GSR), Simon R (GSR), Gemma (GSR), Steve G (GSR), Sharon (Alt. GSR), Karen, Darren, Michael, Alan, Alicia, Lou, Pete, Lisa C

If your details have been missed from above then your details were not on the Attendance Sheet and you may not have introduced yourself at the beginning of the meeting. The attendance sheet did not include details of everyone's positions so if an error has been made our apologies, please include these details next time. Some names have been added from memory.

3. Concepts Read By

Kevin

4. Apologies

Colette (Convention Chair), Laura (Phone Line Chair)

5. Last Months Minutes

Seconded by Sharon

6. Treasurers Opening Balance *(full written report inc. at end of minutes)*

£1394.61 (below prudent reserve)

Tradition 7 carried out as pot passed at ASC

Ruth, Treasurer, reminded GSR's that if they cannot attend the ASC to pay donations to area then they can send them by online banking. If you want to do this contact her by email and she will send you the necessary details to make the payments direct to our area's bank account - ruthalden@hotmail.com

7. GROUP ISSUES

No group issues raised.

A new Women's Meeting started in Liverpool area. Held on Thursdays at 7.30pm at Criminal Justice Centre, Boundary Street, Liverpool 5. Starter pack provided by area.

8. POSITIONS FILLED & VACANT

ASC POSITIONS FILLED

Following positions all filled, thank you for being of service.

Position	Servant	Start Date
Post Box	Adam	March 2009
Convention Chair	Colette	April 2009
ASC Treasurer	Ruth	July 2009
ASC Alternate Treasurer	Rob	July 2009
CD & Tape Library	Martin	July 2009
Helpline Chair	Laura	September 2009
Web Servant	Jason	September 2009

ASC Literature	Lee	November 2009
ASC Secretary	Shirley	November 2009
ASC Brew	Lorna & Kevin	November 2009
Prison Sponsorship Chair	Lorna	December 2009
Meeting List	Rob	December 2009
ASC Alternate Literature	Glen	December 2009
Public Information	Mark	January 2010
ASC Alternate Secretary	Claire	January 2010

Mark was voted in as new Public Information Chair and Claire was voted in as new ASC Alternate Secretary, thank you for coming forward and being of service.

ASC POSITIONS VACANT *Please announce these positions in your meetings*

The H&I Chair position is now vacant, the outgoing Chair Jimmy had decided to stand down. He was thanked for his commitment and for being of service.

The RCM position is now vacant. Andy, the outgoing RCM, is attending the next regional meeting and will report back at the next ASC.

ASC Chair position now vacant. John has completed his commitment as ASC Chair but will continue to act as the Chair until someone else comes forward to do this position.

The following descriptions of Positions Vacant include the clean time requirement for each position, the term of the commitment and a brief description. If you want more information or wish to put yourself forward please attend the next ASC.

ASC Chair Clean Time: 3 years Position Vacant Since: Jan 10	This position requires the Chair person to facilitate the ASC including the Steering Committee meetings. Liaise with and support Steering Committee members. ASC Chair is responsible for opening up and closing meeting venue. Position for 1 year.
ASC Vice Chair Clean Time: 2 years Position Vacant Since: Oct 09	This position requires the Vice Chair to attend area including the steering committee meetings, to shadow and support the ASC Chair, support the sub-committees and ensure they submit their reports on time. Position for 1 year but hopefully Vice Chair will take on ASC Chair at end of this period but it is not a requirement.
Regional Committee Member Clean Time Required: 4 years Position Vacant On: Dec 09	The RCM represents our ASC at Regional Meetings which are held bi-monthly. The RCM takes any issues or votes from our area to region and vice-versa. This is a 1 year commitment. <i>You cannot be a GSR at the same time as RCM.</i>
RCM Alternate Clean Time Required: 3 years Position Vacant Since: ??	The Alternate RCM will shadow and support the RCM. They are expected to attend 3 out of 6 of the bi-monthly meetings per year, area will pay expenses for these 3 trips per year only. The position is for a period of 1 year. Hopefully the Alt. RCM will take on the RCM position when it becomes vacant.

Hospitals & Institutions Chair Clean Time Required: 2 years Position Vacant Since: Jan 10	The H&I Chair is responsible for organising and managing the H&I Sub-Committee. There is already an experienced group of H&I servants in place with co-ordinators across the area. H&I arrange and facilitate NA meetings in hospitals and institutions. Position for 1 year.
Share Review Chair Clean Time Required: 5 years Position Vacant Since: Dec 09	This position requires the trusted servant to review all share CD's, look into copyright laws on the shares we are putting in the CD Library and also the shares that are for sale in the literature at ASC. Position for 1 year.

ASC POSITIONS VACANT Continued

These positions will not be announced at future ASC's but please come to the next meeting if you are interested in putting yourself forward and inform the Chair or Secretary.

Outreach Chair Clean Time Required: 2 years Position Vacant Since: ??	No Outreach Sub-Committee in place. The general aim is to support meetings that are struggling.
Parent & Carers Chair & F&E Clean Time Required: 2 years Position Vacant Since: ??	No Parents & Carers Sub-Committee in place. General aim to help set up crèche facilities in meetings or give guidance to meetings on how they can be more child-friendly. This committee should link up with UK Parents & Carers and represent our area. It require it's own Fundraising and Entertainments committee to generate funds to help meetings pay for crèche workers / facilities etc.

9. VERBAL REPORTS FROM TRUSTED SERVANTS & SUB-COMMITTEES

Please send written reports to ASC Secretary just prior to or immediately after the ASC so they can be included with the minutes. **Remember to include full details of future meetings i.e. date, time and address of venue for announcements page.** Thank you. Shirley shirleyj777@live.co.uk

Regional Committee Member Report

Andy, was thanked for fulfilling his commitment as the RCM. This position is now vacant. However, Andy will attend the next Region Meeting later in January and attend the February ASC to provide some feedback. He will not be requesting expenses for attending the next Region meeting as he is going for personal reasons.

Andy told the ASC that he has received the Conference Agenda Report and said that this needs to be discussed with groups around our area. Information is required from our groups to complete the CAR report. Once completed this information is taken to the World Service Conference. Andy will provide further details at the February ASC. He said that we need a new RCM as soon as possible so that we have someone who can take responsibility for doing this. Regional delegates may set up workshops to discuss the CAR report and gather information but this has not yet been confirmed. He thinks that there are only a couple of months to gather information and provide feedback for the CAR report.

The CAR report is carried out on a bi-annual basis and it is a way for regions to pass their conscience to the world service conference. He emphasised that every addict in our area is entitled to come along to voice their views and opinions.

Website Report - Jason, Web Servant email webservant@wna.info

Web Servant not present at this ASC and no report provided.

Ad Hoc Committee – ADDRESS MANAGEABILITY OF AREA

Tony provided an update during the Steering Committee meeting. A Clarity Statement has been produced along with some information regarding the process being carried out by the AHC, this is included under the Sub-Committees and Trusted Servants Reports section.

No meeting dates have been arranged at this time but the AHC plan to hold meetings in Manchester, Merseyside and Chester in the near future.

Meetings List Report - Rob 07900 577 209 nwnwmeetings@hotmail.co.uk

Rob updated the meeting list and provided printed copies at the ASC. He said that there are currently some differences between the printed meeting list and the online meeting list but he will speak to the Web Servant about this to get it resolved.

Meeting List Amendments

Groups should continue to notify the web servant of any changes by emailing webservant@wna.info This information will be passed on to Rob to update the printed meeting list, or you can contact Rob direct using the mobile number or email above (these details are also on the front of our printed meeting list next to Meeting List Amendments).

Meeting Schedules over Public Holidays

There was a complaint that over the Xmas period meetings failed to notify the Help Line that they were closed, this resulted in a member driving to a meeting that was not being held after getting the information from the Help Line. He was concerned that if this happened to a newcomer it might put them off contacting NA again.

Andy submitted the following proposal, which was seconded by Wendy:

Proposal

- That from October onwards GSR's pass on information to the Help Line, Meetings List and Web Servants about Xmas and New Year meeting schedules, and that the Meeting List Servant help the area with this.

Intention

- To further promote our primary purpose and help assist people who want to attend meetings.

After much discussion this proposal was agreed, therefore it is now a policy of this area to ask groups in October to check their Xmas and New Year meeting schedules and confirm any amendments or closures with the Help Line, Meetings List and Web Servants.

GSR's were reminded that it is the responsibility of each group to make sure that their meeting details are up to date and correct and that the Help Line, Meetings List and Web Servants be notified of any planned closures or amendments due to public/bank holidays such as Xmas, Easter etc.

Phone Line / Help Line Report

Martin passed on the Chair and Vice Chair apologies, they could not attend ASC. They asked him to raise a concern about the national 'Where to Find'. When they compared the meeting details in this directory with our local meetings list they found that it was out of date, i.e. some meetings listed that don't exist anymore and new meetings have not been included. They want to know who is responsible for managing this?

None of our ASC servants are responsible for updating the national Where to Find, it is the individual groups who are responsible for updating their details in this directory. You can only update details by going online, www.ukna.org/meetings and submitting the relevant information, there are separate options to 'Add a Meeting' and 'Update a Meeting'. **GSR's please let your groups know about this and ask someone to check your meeting is listed and your details are correct.**

Phone Line Volunteers

Currently have 3 positions vacant, Martin was not able to confirm the days and times that need filling (*this information has been included in the written report provided by Laura, Phone Line Chair which is included under Sub-Committee & Trusted Servant Reports in section 13*). Please contact the Phone Line if you are interested in doing this service or go along to the next Phone Line Sub-Committee meeting.

Next Meeting

Sunday 17th January from 5.30pm at Ibbison Court, Central Drive, Blackpool, FY1 4AU

Convention Committee Report

Mick, Convention Vice Chair passed on Convention Chairs apologies as not able to attend and provided verbal report.

Everything running smoothly and going as planned. Entertainment will be announced at the next ASC. Starting to get some more pre-registrations but encourage members who haven't registered yet to do so now. The New Year party was a success but they do not have a full treasurer's report at this time, it will be provided at the next ASC.

Their only concern is that there have been very few hotel room bookings so far. The Convention Sub-Committee negotiated a deal with the Hilton hotel on the basis that they would fill 80 rooms and if this doesn't happen then the cost of venue hire may increase. In addition to this, the discounted room rates for the convention are only in place for a period of time and this will expire shortly which means that normal room rates will apply to bookings unless you do it now. Members should be aware that only hotel residents will be able to attend the evening banquets, it is not possible to pay for the banquet only.

GSR's please announce the above information in your meetings.

Next Meeting

9th January, starts 6pm at Ibbison Court, Central Drive, Blackpool, FY1 4AU

Post Box Report

Adam not present at the ASC, no report provided.

Hospitals & Institutions Report

H&I Chair and H&I Vice Chair present and provided verbal and written report which is included under Sub-Committee and Trusted Servant Reports in section 13.

Positions

The H&I Chair had decided to stand down for personal reasons, he was thanked for his commitment and for being of service. The H&I Chair position is now vacant. The H&I sub-committee do have a few other positions vacant and will be looking at the clean time requirements for some of these as they may need amending. Please read their report for information on positions and go along to their next meeting if you are interested in getting involved.

Prison & Convention Link-Up

Jimmy said that this will go ahead but they need to organise this with the convention committee and arrange a test run. Also need to hire or purchase the necessary equipment. There have been problems in the past with equipment and Jimmy asked the ASC if they thought it would be a good idea to purchase this and if so he would get information about costs etc for the next ASC. Some discussion took place regarding this but general consensus was that we hire rather than buy equipment.

HMP Walton

The Chair and Vice-Chair expressed some concerns regarding NA's involvement with this institution and after explaining their concerns asked the ASC for advice and guidance. A number of members suggested that the service offered within this institution be temporarily suspended until a progress meeting can be set up between the H&I Sub-Committee and the relevant Prison staff in order to ensure that our guidelines are being adhered to and a Service Level Agreement put in place.

Steve submitted the following proposal, which was seconded by Andy and Sharon:

Proposal

- I wish to propose that the H&I Sub-Committee withdraw their service from HMP Walton until further guidance is sought and that the Northwest area contact Region and UK H&I for support.

Intention

- That there should be clear communication and accountability between the prison and the H&I Sub-Committee and that a Service Level Agreement be put in place before service is continued in this institution to ensure guidelines are being followed to protect the still suffering addicts, NA members and the fellowship as a whole.

GSR's voted unanimously in favour of this proposal therefore the meetings at HMP Walton will be temporarily suspended until such time that the issues have been resolved and a Service Level Agreement put in place. The ASC Chair will be provided with the relevant details so he can contact staff at HMP Walton to inform them of this decision and arrange a progress meeting, he will also request support and advice from Region and UK H&I. Andy, the outgoing RCM will take this issue to the next Region and request assistance.

Next Meeting

30th January from 1pm to 4pm at Stoneycroft Church, Green Lane, corner of Lister Drive, Liverpool, L13
The ASC Chair will attend this meeting to facilitate it until a new H&I Chair in place

Prison Sponsorship Report

Lorna, PSSC Chair said that she was not able to provide a full report at this time as she needed to be updated by her Sub-Committee. Some concern that information was not being passed on to her. She will request that the PSSC Secretary send the ASC Secretary a full written report to be included with the minutes.

The PSSC do not have access to HMP Garth at this time but are hoping to offer their service to this institution in the future.

Next Meeting

Not confirmed

Public Information Report

Mark H put himself forward for the PI Chair position, was seconded and voted in, thank you for being of service. The ASC Treasurer gave Mark a cheque for £200 which is the PI monthly budget.

Positions Vacant

As there has been no PI Sub-Committee for some time Mark will need to form this. If you are interested in getting involved with PI please attend their next meeting. They will need people to fill the following positions:

- PI Vice Chair
- PI Secretary
- PI Treasurer
- PI Co-ordinators (across North West and North Wales)
- PI Volunteers (across North West and North Wales)

Next Meeting

Sunday, 10th January from 2pm to 5pm at St. Saviours Church, Gladstone Street, Great Moor, Stockport, SK2 7QF

Share Review Report - **POSITION VACANT**

This position is now vacant. Please come to the next ASC if you are interested in this position.

CD and Tape Library

Martin provided brief verbal report, everything running smoothly. Only one concern that there is no Share Review Chair and Martin has a number of shares that need to be vetted before they can be added to the library.

Outreach – **POSITION VACANT**

Currently no Outreach Sub-Committee. Please come to the next ASC if you are interested.

Literature Report

Lee provided a verbal report but said the figures were approximate only:

Opening Stock:	£2800.00
Stock Sold:	<u>£ 570.00</u>
Closing Stock Balance:	<u>£2230.00</u>

10. NEW BUSINESS

New ASC Venue from February 2010

A proposal to move the ASC to a new venue in Preston was received from Rob, it was seconded by Andy. Any NA member can submit a proposal for moving the ASC to their local area after the ASC has been held in one venue for 12 months, we have completed 12 months in Warrington.

All the requirements for holding an ASC meeting had been adequately addressed by Rob who prepared a very comprehensive proposal. Some questions were raised, particularly about the cost of £65, £25 more than we currently pay at Warrington. However, it was generally agreed that for what we need in terms of size, facilities, car-parking etc that it was a reasonable amount.

The Treasurer expressed concern that we have not been receiving as much in donations as we have been paying out over the past couple of months and we are below our prudent reserve. However, she felt that the increase of £25 was affordable. She added that GSR's should make their groups aware of how much money has been coming in and going out to encourage them to put more money in the pot and bring along their donations to the next ASC. See the Treasurer's Report under Sub-Committees and Trusted Servants Reports section.

After this discussion all the NA members who were present voted, the majority were in favour of moving the ASC to the new venue so this proposal was successful. The details, including travel information, have been added under section 12 below.

11. TREASURER'S Closing Balance

Opening Balance	£1394.61		
Donations +	£ 350.44	Cheque to Region:	£ NIL
ASC Pot +	£ 16.67		
Outgoings -	<u>£ 479.02</u>	Closing Balance:	£1282.70 (below £1500 Prudent Reserve)
Sub-Total:	<u>£1282.70</u>		

Treasurer concerned that over the past couple of months the outgoings have exceeded the incomings and we have not been able to make a donation to region because we are below our prudent reserve. She requested that GSR's ask groups to send donations to area and if they cannot attend the ASC to contact her so they can make payments via online banking, she will post out receipts. ASC Treasurer's email address is: ruthhalden@hotmail.com

Treasurer's full report showing incomings including donations received from groups and outgoings is attached under Sub-Committee and Trusted Servant Reports.

12. Date & Time of Next Area Service Committee Meeting

Next ASC on Saturday 6th February 2010

Doors open 12.15pm, Steering Committee starts at 12.30pm followed by ASC at 1.00pm to 5.00pm approx.

New Address: Carey Baptist Church, Pole Street, Preston, Lancashire, PR1 1DX

Public Transport Information for new ASC Venue:

Train Station in Preston

- Walking distance to venue from Train Station is 0.75 miles, taking about 15 mins
- Customer service phone number for Preston Station operated by Virgin Trains is 08457 222333
- British Rail trains number – 08457 484950 - for train times and bookings.
- There is a bus every few minutes linking the Bus and Rail Stations at most times of day.
- Bus stop on Fishergate opposite the train station – all buses stopping here go to the Bus Station (then short walk to venue)
- The fare is just 80p Adult single to/from the Bus Station!
- Services 2, 2A, 2B, 3, 3A, 88A, 88C

Preston Bus Station

- Central Bus Station, Tithebarn Street, Preston, PR1 1YT
- Customer service for Preston Bus station is 01772 821199
- Walking distance to venue from Bus Station is 0.2 miles, taking about 4 minutes.

13. ATTACHED REPORTS FROM TRUSTED SERVANTS & SUB-COMMITTEES

1. ASC Treasurer's Report	2. Convention Committee & Treasurer Reports
3. Hospitals & Institutions Report	4. Prison Sponsorship Report
5. Phone Line / Help Line Report	6. Ad Hoc Committee Report

ASC Treasurer's Report

ASC TREASURER'S REPORT

JANUARY 2010

INCOMINGS

Group Donations

DAY	TIME	TOWN	VENUE	AMOUNT	BALANCE
Wednesday	8.00pm	Blackpool	Ibbotson Court	£ 50.00	£ 50.00
Friday	7.00pm	Manchester	Crossroads	£ 11.20	£ 61.20
Friday	7.00pm	Blackpool	Grange Park	£ 10.00	£ 71.20
Thursday	6.00pm	Blackpool	JFT	£ 10.00	£ 81.20
Tuesday	8.00pm	Blackpool	Ibbotson Court	£ 20.00	£ 101.20
Friday	7.30pm	Warrington	James Lee House	£ 20.00	£ 121.20
Wednesday	7.30pm	Warrington	YMCA	£ 10.00	£ 131.20
Wednesday	7.30pm	Warrington	JLH	£ 19.00	£ 150.20
Monday	7.30pm	Bolton		£ 15.85	£ 166.05
Sunday	3.00pm	Liverpool	Illness in Recovery	£ 7.95	£ 174.00
Tuesday	7.30pm	Manchester	12 Monkeys	£ 6.44	£ 180.44
Wednesday	12.30pm	Manchester	Hulme library	£ 30.00	£ 210.44
Monday		Manchester	Town Hall	£ 100.00	£ 310.44
Sunday	8.00pm	Blackpool	Ibbotson Court	£ 40.00	£ 350.44

Tradition 7 Pot £ 16.67

TOTAL INCOMINGS £ 367.11

OUTGOINGS

Description	Payment	Budget	Sum Paid	Receipts
cd library		£ 10.00	£ -	
H&I	cash/cheque	£ 200.00	£ 200.00	
PI	cheque	£ 200.00	£ 200.00	
Prison Sponsorship		£ 91.00	£ -	
rent	cheque	£ 40.00	£ 40.00	
meetings list	cash	£ 25.00	£ 25.00	
brews	cash		£ 4.02	
starter pack	cash		£ 10.00	
travel expenses			£ -	
phone d/d	awaiting bank statement			
rcm			£ -	
webservant			£ -	
asc agendas				
TOTAL MONTHLY BUDGET		£ 566.00		
TOTAL PAID & RECEIVED			£ 479.02	£ -
TOTAL OUTGOINGS		£ 479.02		

SUMMARY

Opening Balance		£ 1,394.61
Incomings	Tradition 7	£ 16.67
	Donations	£ 350.44
		£ 367.11
Outgoings	Sum Paid	£ 479.02
	Receipts (money paid back)	£ -
		£ 479.02
Closing Balance		£ 1,282.70

Convention committee Report

No Convention Committee report received – see verbal report in minutes.

Convention Treasurer's Report

No Convention Committee Treasurer's report received.

Hospitals & Institutions Sub-Committee Report

H&I Minutes for 19.12.09

A Moments silence was observed to invite a loving higher power into the meeting.

The Traditions read by Emma.

Apologies: Phil, Jack, Danny and Jane.

Attendance: Emma, Jimmy, Tony, Kevin, Lee G, Mark H, Ian F, Liz W, Sharon T, Pauler T, David M, Lou, Pete, Helen, Colette, Mark S, Ste, Jon-Jon, Karl, Kelly, Steven and Will.

Due to bad weather conditions for those that have travelled on motorways and lack of information, the discussion about policies was put back to next month.

Positions Vacant: Mark H has completed his 12 Months as Manchester co-ordinator, so he has handed his position in. Thank you Mark for your service.

Merseyside co-ordinator

Panel member HMP Kirkham

Panel leader/member HMP Garth

Panel member Preston - Mark put himself forward and was voted in.

Panel leader/member HPM Altcourse V.P wing (3.30-4.30pm Mondays)

Panel leader/member HMP Liverpool

Manchester co-ordinator- Pete and Ian both put themselves forward for this position. Pete was voted in.

Panel leader Kenyon House- Ian put himself forward for this position and was voted in.

There was time wasted on discussing the clean time requirements during the voting process, this confirms the committees need to review the policies.

Treasury Report

Balance carried forward

£84.41

£200.00 Budget

£8.67 Pot

£293.08 Total

Outgoings

£80.00 Cheque to Phil (Literature)

£130.00 in bank

£20.00 Travel Sharon

£15.00 Travel Mark

£15.00 last months rent
£5.00 to wards this months rent
£15.00 travel Mark H
£5.70 travel Liz
£285.70 Total

£7.38 is the remainder
£7.26 from the tradition 7 pot from this month.
£10.00 to go with the other £5.00 for this months rent.
£4.64 left.

Literature Report

With reference outstanding balance with UKSO, it has been confirmed that we are up to date with our payments. It appears we are in arrears due to the time it takes for the payments to clear.

Lee has got the literature he just needs to need which institutions would like a share of it.

Merseyside Report

Birchwood- only 2 meetings this month due to a lack of resident. There are no problems with staff.

Kevin White- No problems with staff, closed for 2 weeks over Christmas.

Aderlaide House- there has been only 1 girl attending but she has been getting a lot out of the meeting.

Altcourse- well attended with around 25-30, all going well.

Lancashire Report

PIERPOINT HOUSE.NICI & MARTIN-The H & I presentation at Pierpoint House this month has been well attended and there has been good feedback and identification by all the residents who have sat in the meeting. We have liaised with the Lancashire co-ordinator and vice chair and amended the pre-amble to exclude the clarity statement as this was felt to be inappropriate in the circumstances, this was voted on by the last sub-committee.

This month we were given a budget of £20.00 by Pierpoint for literature and this was bought from the A.S.C. this month as we had run low on all literature. and needed to act responsibly. All future literature will be got from the sub-committee.

We have a full list of members willing to carry the message both male and female and are looking to expand this list. Any member wishing to share their experience contact nici or myself and we will add you to the list.

Nici & Myself would like to thank the committee for allowing us to serve.

HMP kirkham panel leader's report

December 2009

The meeting continues to run well, average attendance this month remains at 9. We have had 3 newcomers this month, all who came back for the second meeting of the month. All newcomers enquired about basic text provision and have been directed to write to our UK service office for a free copy.

Unfortunately, some of the established members of the group are unable to attend for the next few months due to them having to attend other activities that the prison has scheduled for them, which clash with the timing of the meeting.

I am still awaiting guidance from prison staff regarding how long people need to be out of prison before going into Kirkham to share, the CARATS officer recently informed me that we should have a response after the new year. The next presentation is scheduled for Tuesday 29th December 6pm, however it is not yet certain if this will go ahead due to reduced staffing levels of the CARAT team over the festive period. I will get confirmation from the prison next week.

No expenses this month, but would still like to request 3 little white books from the literature order and an updated UK 'where to find'.

LIF John R Panel Leader

PARCKWOOD panel leader report

The meeting isn't well attended as people come and go in Parkwood, however I went around the 4 wards this week to ask each ward if they had any people who may wish to go. I feel this is a good relation as the ward staff gets to see me week after week. However I would like to run this past the committee, as H and I are new to Psychiatric hospitals. Thanks Kind Regards David

Our attention has been brought to the fact that Addaction are going into Parkwood on a Friday afternoon and call a group they run NA. This is against our traditions. David is going to talk with someone from PI to look for the best way to resolve this issue.

Manchester Report

Strangeways Meetings regular, no literature needed, attendance 1-2 per week open next week and likely to be over xmas

4 forms received for clearance and will be working towards getting them in

Thanks

Ash

HMP Styal

Meetings weekly Thursday 6-7 choices house

6-8 Attending.....and a growing waiting list

Meetings going wellNeed lit asap

Thank you for letting me serve

Liz

Kenyon house Detox unit Prestwich

Week 1 2nd of December 9 attended evenly spread males n females. 2 members shared their exp strength and hope well received. All literature was taken

Week 2 16th of December 2009

Meeting attendance was 14 sue and another member shared had another member observing. Good message given and clients were really receptive. A member of the staff team sat in for a little while but kept themselves in the background. Need more literature ASAP please as it goes really quickly. Thank you for allowing me to serve Sue.

Forest Bank I have not heard anything from the team regarding presentation ill be handing the contact over to the next coordinator as my service comes to an end today thank you for trusting me with this position your ever grateful member mark.

New Business

Jim Pitt from Altcourse has given the green light for the H&I link up for the convention. The link up will be feed in to the prison Chapel, but as we would like to do this on a Sunday there may be a problem. Jim Pitt has arranged to have more communication with our chair after Christmas.

How does the committee feel about the North West buying the equipment needed to do the link ups this convention and the future?

Action: Jim is going to take this to area.

In keeping with our concepts a concern has been raised around the committee's decision to temporally suspend the presentations in Walton. It has been explained that due to a massive lack of communication with both the institution and the members doing service, this committee had a responsibility to take action. Jim has emailed Nicola (see below) in our tireless efforts to keep communication open with this prison. It is the committee's conscience that a progress meeting with Walton is very important at this time.

Hi Nicola,

I have been asked to inform you as the chair of the H&I sub-committee that Narcotics Anonymous has temporarily suspended the NA presentations at H.M.P Liverpool due to the lack of members that we have cleared and that we, as a sub-committee have decided that until we can set up a progress meeting with possibly yourself and your staff to discuss further progress and continuation of Narcotics Anonymous presentations at H.M.P Liverpool then we must temporarily suspend these presentations.

I must state that in no way is this a reflection on our members who have been coming in to facilitate these presentations or the prison itself but we have guidelines and traditions that we as a sub-committee serving Narcotics Anonymous must adhere to and until we can sit down and discuss the service level agreement between Narcotics Anonymous and H.M.P Liverpool we feel that we must suspend these presentations.

This decision was not an easy decision for our sub-committee to come to as our primary purpose as NA members is to carry the message of Narcotics Anonymous and it is something that we are very passionate about and we feel strongly about having the privilege and opportunity to come into H.M.P Liverpool to carry the message of Narcotics Anonymous to those inmates who are seeking recovery and a new way of life and we would love to be able to continue this into the future that is why we feel it is important to set a progress meeting up as soon as possible to discuss the service level agreement, our traditions and guidelines and how we can better work together in providing some hope to those who need it.

I understand that you are busy Nicola and that there has been a strike on at H.M.P Liverpool but we would be grateful if we could arrange a progress meeting as soon as possible so that we can move forward and continue to serve those still suffering addicts.

If you would like to contact me by phone to discuss this or have any concerns or questions then please do not hesitate in contacting me and I look forward to hearing from you.

Yours truly,
H&I Chair.

Will then put himself forward for panel leader at Walton- a vote was taken and carried.
Ste put himself forward for Merseyside coordinator- a vote was taken and carried.

It has been voted that meetings can now continue at Walton and Will is going to assisted Jimmy in getting a progress meeting with the staff of Walton ASAP. Will has also been asked by the committee to keep a clear line of communication open with the committee on a monthly basis.

Next meeting 30.01.10, at Lister Drive Liverpool, 1PM until 4PM

Thank to all that attended the sub-committee and that did service

Thank you for allowing me to service LIF Emma

Prison Sponsorship Sub-Committee Report

20th December 2009

Minutes from PSSC meeting held at Pensioners Hall, St Albans Road, St. Annes

In attendance – Matt I (Prison Co-ordinador), Mark S (Sponsor Co-ordinator), Robbie (Vice Chair), Vinnie, Adam (PSSC Treasurer), Diane (UKPS Chair), Shirley (UKPS Treasurer), Lorna (Chair), Matt S, Matt B

Apologies – Mickey, Mark S

Previous months minutes seconded – Matt I

Treasures report –

Opening balance £77.78

Closing balance £77.78

NOVEMBER/DECEMBER 09

Money in	Money out	Balance
		£153.08
£7.10	Pot at PSSC 29.11.9	£160.18
	£5.00	£155.18
£7.70	Money in donations this week (6.12.9)	£162.88
	£5.53	£157.35
	£153.08	£4.27
£153.08	Adam Rose drew money out and put in petty cash tin	£157.35
	£105.00	£52.35
	£10.00	£42.35
	£18.15	£24.20
	£5.00	£19.20
	£2.64	£16.56
	£10.00	£6.56
	£20.96	-£14.40
£6.18	Pot from PSSC meeting St. Annes 20/12/09	-£8.22
	£5.00	-£13.22
£91.00	Monthly budget from area	£77.78
		£77.78
		£77.78

Adam passed on the £483.00 that region gave PSSC onto Shirley, the UKPS Treasurer

PO Box report –

x2 rapid response letters sent out as agreed from previous meeting.

Mark S is in the process of seeing who is currently sponsoring and who isn't, and seeing who is still willing to sponsor – as the current list we have it out of date and we want to refresh this. Diane has offered to help Mark S with this task.

Prison Co-ordinator-

Went into Preston, took PI and H&I in, introduced them to suitable contacts there.

Matt I, Mark Sh and Adam met a representative from the prison service – the details of this report are in the previous months minutes. We are still in discussion with the lady, she is currently getting relevant people ready and making them aware of who we are and what we do.

Diane – UK Prison Sponsorship has been agreed. Chair, Vice Chair and Treasurer has been voted on and will go to region to get ratified in.

UKPS have asked us for a list of –

current prisons we already have access to?

ones we are trying to get access to?

any prisons that have contacted us outside of our area?

how many sponsors we have?

how many people we are sponsoring?
and also any ideas, information, feedback if how we can help build UKPS?

Robbie has decided to step down from UKPS Vice Chair and see through his commitment with North West PSSC as Vice Chair.

A concern was raised around a 'meeting with Jack Straw'. Details of this were explained to Diane, and all information regarding this has been passed onto Diane to deal with as it is more of a UKPS matter.

Members are keen for H&I member(s) to attend our PSSC meetings so that we can work with them more closely. PSSC members are also going to make efforts to attend H&I meetings.

PSSC members discussed the possibility of having a prison sponsorship representative attend H&I presentations.

Phone Line / Help Line Sub-Committee Report

December Report:

Training day in Blackpool 22/11 was a success 20 people turned up, I'd like to thank Tony the old chair and everyone else who came and shared for us.

All positions filled.

Still looking for people to be on reserved list.

Garri is now our 12 step coord.

12 step lists have been given out to GSRs, waiting for their return next area.

Talking to Jason web design about putting phonenumber info on NA website.

Training has now been given for logs statistics should start coming in next month.

January Report:

No Christmas meeting list in place.

WTF not up to date.

Waiting for 12 step lists to come back from GSRs

Next meeting Sunday 17th Jan, Ibbison Court, Central Drive, Blackpool, FY1 4AU at 5.30.

statistics: 23 NA members

9 Newcomers

3 family members

8 professionals

Positions vacant: Tue 10-5, Thur 5-10, Fri 5-10

Ad Hoc Committee Report

Area Manageability Ad Hoc Committee – Report January 2010

The ad hoc committee clarity statement

The ad hoc committee's intention is to gather information from a number of areas around the North West England and north Wales. The reasoning would be to ascertain how our service structure would function if the North West England and north Wales formed a number of smaller more localised areas, using the agenda and format from the area planning tool. It suggests that a number of broad categories are generated, which the ad hoc committee have suggested these are as follows:

Sub committees
RCM
Boundaries
You're ASC
 Venue
 Steering committee

The possible options are as follows:

Form a region

A metro

Shared services

It is not the scope for this ad hoc committee to ascertain how the current ASC might function better.

As a suggested template we will be using the areas below as they incorporate natural occurring boundaries (these have not been attached to ASC minutes, please request a copy by contacting ASC Secretary or attend a future AHC meeting).

We will be using the Area planning tool as a suggested format and will be addressing the broad categories:

Issues, Goals and prioritise of goals

Then we look at each:

Goal

Generate info on existing area practices, services related to the goal

Overall priority rating

New ideas

Once this information has been gathered and written up in a report it will be presented to the ASC and sent out to as many groups as possible to discuss. The suggestion is that decision is made at group level using the consensus decision making process, a vote is the last resort.

14. ANNOUNCEMENTS PAGE & USEFUL LINKS

ASC Positions Vacant

1. ASC Chair
2. ASC Vice Chair
3. Regional Committee Member (RCM)
4. Alternate RCM
5. Hospitals & Institutions Chair
6. Share Review Chair
7. Outreach Chair
8. Parents & Carers (also P&C Fundraising & Entertainments)
9. The new PI Chair will need people to fill positions on the new PI Sub-Committee

New Meetings and Amendments to Meeting Details

1. New Women's meeting on Thurs 7.30pm at Criminal Justice Centre, Boundary Street, Liverpool 5.
2. It is the responsibility of each group to add or update their details in the national '**Where to Find**' meeting directory which is produced every 3 months. You can only add or update details by going online, www.ukna.org/meetings and submitting the relevant information. There are separate options to 'Add a Meeting' and 'Update a Meeting'. This has nothing to do with our own areas meeting lists – the Where to Find is a national directory and groups must check that their details are correct and if not update them as soon as possible. Amendments to our own areas meeting lists should be sent to our Meeting List or Web Servants.

Events

1. North West England and North Wales Area Convention 26 to 28 March 2010 at Hilton Hotel, Blackpool. Registration Prices £10 waged and £5 unwaged. Please pre-register by contacting Nicky 07595 693 336 or email conventionregistration@yahoo.co.uk.
Hotels for the convention are now on our website or contact John, Hospitality by email handhnwna@yahoo.com Book as soon as possible as the discounted room rates at the Hilton Hotel will only be held for a short period, after this time you will have to pay the normal hotel rates. Only hotel residents can attend the evening banquets.

Future ASC & Sub-Committee Meetings

1. **Next ASC on Saturday 6th February 2010** Doors open 12.15pm, Steering Committee starts at 12.30pm followed by ASC at 1.00pm to 5.00pm approx.
New Address: Carey Baptist Church, Pole Street, Preston, Lancashire, PR1 1DX
2. Convention Committee on 9th January, starts 6pm at Ibbison Court, Central Drive, Blackpool, FY1 4AU
3. Public Information on 10th January, starts 2pm at St Saviours Church, Gladstone Street, Great Moor, Stockport
4. H&I on 30th January from 1pm at Stoneycroft Church, Lister Drive, Liverpool, L13
5. Prison Sponsorship meeting *tbc*

News:

The UK NA Helpline number is changing to 0300 999 12 12.

LINKS TO USEFUL RESOURCES & INFORMATION

The following documents can be accessed from www.na.org along with other Handbooks, Guidelines, Service Pamphlets and Locally Developed Resources

A Guide to Local Services in Narcotics Anonymous

http://www.na.org/admin/include/spaw2/uploads/pdf/GLS_2005.pdf

Area Planning Tool

http://www.na.org/admin/include/spaw2/uploads/pdf/handbooks/APT_Final_23Oct06.pdf

Group Treasurer's Workbook

http://www.na.org/admin/include/spaw2/uploads/pdf/handbooks/Group%20Treasurer%20Workbk_2003.pdf

12 Concepts for Narcotics Anonymous Service

http://www.na.org/admin/include/spaw2/uploads/pdf/litfiles/us_english/Booklet/Twelve%20Concepts.pdf

Hospitals and Institutions Handbook

<http://www.na.org/admin/include/spaw2/uploads/pdf/handbooks/H&I%20Handbook.pdf>

The Group Booklet, Revised

http://www.na.org/admin/include/spaw2/uploads/pdf/litfiles/us_english/Booklet/Group%20Booklet.pdf

An Introductory Guide to Narcotics Anonymous, Revised

http://www.na.org/admin/include/spaw2/uploads/pdf/litfiles/us_english/Booklet/Intro%20Guide%20to%20NA.pdf

Public Relations Handbook (Public Information Guidelines)

http://www.na.org/admin/include/spaw2/uploads/pdf/handbooks/PRHB_Final_24Oct06.pdf

A Guide to World Services in Narcotics Anonymous

http://www.na.org/admin/include/spaw2/uploads/pdf/handbooks/2008_GWSNA_Jun08.pdf

An Introduction to Narcotics Anonymous Meetings

http://na.org/admin/include/spaw2/uploads/pdf/An_Introduction_to_NA_Meetings_Rev2008.pdf

Building Strong Home Groups Worksheet

<http://web.na.org/admin/include/spaw2/uploads/pdf/FTP/English/Forms,%20Guides,%20and%20Miscellaneous/Building%20Strong%20Home%20Groups%20Worksheet%20-%20NAWS%20-%202007.pdf>

Principles and Leadership in NA Service

http://na.org/admin/include/spaw2/uploads/pdf/Principles_and_Leadership_in_NA_Service.pdf

Disruptive and Violent Behavior

http://na.org/admin/include/spaw2/uploads/pdf/servicemat/Disruptive_and_violent_behavior_Sep07.pdf

Group Trusted Servants: Roles and Responsibilities

http://na.org/admin/include/spaw2/uploads/pdf/servicemat/Group_Trusted_Servants_Sep07.pdf

Group Business Meetings

http://na.org/admin/include/spaw2/uploads/pdf/servicemat/Group_Business_Meeting_Sep07.pdf