



Area Service Committee Minutes for November 2007

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 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

It was agreed that the subcommittee slots would be rotated on the agenda from next month.

Lenny discussed the bank account; he now has 2 accounts, one new one with no money in and one old one with the money in.

Neil is going to co ordinate the signature change and get a bank mandate and get the old/new people to sign it.

There was a discussion around the inventory. It was decided upon to focus on GSRs learning day and training.

Paul suggested we get a training day set up in each town. Localise it instead of expecting people to come to area. We need volunteers to facilitate these days, possibly the people who did it last time?

We need an agreed format.

Paul said that there was some talk at Region re this and a lot of areas seem to be focusing on the 'Buddy system', having a GSR 30 min question and answer session and involving GSRs by asking them to voice what's happening at their local meeting i.e. what type of meeting it is.

Rob suggested we hold the training days in counties.

Phoneline: Tony asked Paul why his number was given to a using addict just as it's in the 'Where to Find'. Paul confirmed if it's on the 12 step list it wont be given out but if it's in the where to find the general public will have access to it

PI: Rob brought to the attention of the steering committee PI currently have 3 email addresses, 2 work 1 doesn't. Dave (webservant) will liaise with Rob to reconcile this down to one.

The secretary asked if sub committee reports could be emailed to her within the week after area to nicola.rimmer@tiscali.co.uk.

Attendance

Nicky secretary, Neil chair, Peter meetings list, Lenny treasurer, Andy M H&I vice chair, Steve, Andy, Diane, Collette, Stuart, Darren, Phil, Paul H, Howard, Ruth, Rob W, Tony H, Robert H, Kevin Mc, Owen, Julie G, Chris W, Keith M (GSRs), Sharon Treasurer H&I, Lisa Vice Chair PI,

Rob, PI Chair, Paul RCM, Tony Phonenumber Chair, Eamonn CD Library Chair, David M Webservant, Graham C Visitor, Anthony A Chair Parents & Carers and F&E

Concepts Read By

Steve

Apologies

Steve M (Conv Com Chair), Leanne (Prison Sponsorship), Adam (GSR)

Last Months Minutes

Passed

Treasurers Opening Balance

£2094.79

Introductions & Group Issues

- The Wednesday Warrington meeting now starts at 6:45pm in Wash Lane School Room
- Rob from the Men's meeting in Blackpool asked for advice on what to do if women turn up at a Men's meeting. The general conscientious was that meetings are none restrictive. The only thing that could be done is that they are told there is a women's meeting down the road.

Positions Vacant

Position	Servant	Start Date
ASC Chair	Neil	Sept 07
ASC Chair Vice	Sharon	Nov 07
ASC Treasurer	Lenny	April 07
ASC Treasurer Alternate	Position Vacant	
ASC Literature	Joanne	May 07
ASC Literature Alternate	Kim	May 07
ASC Secretary	Nicky	April 07
ASC Secretary Alternate	Position Vacant	
ASC Brew person	Ruth	May 07
Regional Committee Member	Position Vacant	
R.C.M Alternate	Andy	Feb 07
European Convention Chair	Mick	
CD & Tape Library	Eamonn	Aug 07
Convention Chair 2008	Steve M	
Helpline Chair	Tony	Oct 07
Hospitals & Institutions Chair	John	May 07
Meetings List	Peter	Aug 07
Outreach Chair	Position Vacant	
Parents & Carers Chair + F&E	Anthony	Aug 07
Post Box	Position Vacant	
Prison Sponsorship	Leanne	April 07
Public Information Chair	Rob	Sept 07
Website Chair	Dave	

Thanks to Paul for his service as RCM

Sharon put herself forward for Vice Chair, this was seconded and the vote was carried.

Literature Report

Sales: £1269.97

Stock: £766.80

Joanne reported that they still need someone to give the literature out and collect money at Area, 1 year suggested clean time.

Rob asked if Joanne could order some literature for a Slovakian that attends their meeting.

Meetings list

Meetings list brought. If there are any changes please contact Peter.

Can someone from the Manchester area please check the Manchester meetings are detailed correctly? Stuart agreed to do this.

Peter asked whether the £20 budget he gets (which prints off approximately 200 lists) is enough bearing in mind the list can also be printed off the internet?

CD and Tape Library

Eamonn is in the middle of updating the list, it is £1 to rent the CDs

Dave is going to ask Mick if they can have a copy of the ECCNA CDs to add to the library

Andy suggested the Share CD list could be taken to groups to see if addicts at meetings would like to rent CDs

Eamonn suggested groups could buy some off him so meetings could have their own library. There was some discussion re them being sold.

Neil asked if Eamonn could have an updated list for next Area.

Post Box Report

The mail has been distributed again by Lenny; however this position is still available. Lenny has agreed to do it again for next Area.

Anthony is going to find out how much it would cost to move the box from Manchester to a different area and what the implications of doing this would be.

Old Business

CD & Tape Review – does anyone want to set up this committee, can this please be taken back to groups. People reviewing the share need to be 5 years clean. As the Chair won't be reviewing shares this needs to be just 2 years clean.

The reason to have a Review committee is so Dave can put the shares on our website and so the CD/tape library is also vetted.

Paul suggested we could ask the committee already set up, if they could review the shares we want vetting

Dave raised a proposal, [I didn't collect this have asked Neil for the wording] there was some doubt whether this was carried as there were 8 abstentions

Howard put himself forward as the Chair of the CD & Tape review committee

There was some discussion as to whether Howard would be able to Chair it as he was the Vice Chair of the Parents and Carers committee.

We will vote on the above next month.

Regional Committee Member Report

Tony asked whether we could get copies of the Regions minutes, Paul was almost sure they are posted on the UK website, he is to confirm. Anthony suggested if they are we could have a link from our website to them.

Paul suggested we order a load of the new leaflets.

“GSR’s Please Take Back to your Groups”
“What’s happening at the U.K Region of N.A?”
RSC - Regional Service Committee
September 2007

New Guidelines for NA group “Public Liability Insurance” attached to this report

5 New Pamphlets are now available for NA groups (ask at the ASC)
Group Trusted Servants - Roles and Responsibilities
Disruptive and Violent Behaviour
Group Business Meetings
NA Groups and Medication
An Introduction to NA Meetings
Email worldboard@na.org with opinions or suggestions about the new pamphlets

UK N.A. website runs online meetings every Tuesday Wednesday and Friday at 7:30 try it out at www.ukna.org look up meetings / online meetings for more info

UKH&I still wants your stories about how you found NA. 500 words
Email ukhandi@ukna.org for details

Basic Text 2nd edition draft now available for download from www.na.org

5 yrs clean? Get involved with the EDM and World Services sign up at www.na.org

Check out the new Public Relations at <http://www.na.org/PR/index.htm>

If you would like any more information about any of the above please contact:
Paul on 07768 175396 or Andy 07989 945702

Questions asked at the RSC

How do other UK areas encourage GSR's to get involved at the ASC?

Ask GSR's to provide more information about their meeting during the group issues slot such as

Which Service positions filled

The number of addicts attending ./ how the meeting is going

Are there many "new comers"

Possibly have a sharing session for the GSR's at ASC

Provide GSR's with a notepad with all ASC contact numbers on for sub-committees etc.

What do other areas do regarding the RSM slot?

RCM needs to provide small amounts of information making sure that addicts know how to find out more. Make the reports more interesting to read.

Develop a culture where it is OK to ask questions / provide workshops at the ASC

Is it OK for sub-committees to arrange fund raising events?

Normally ASC sub-committees are funded by the ASC and are responsible to the ASC however if raising funds diverts them from their primary purpose then this should be avoided. Why would a sub-committee of the ASC need to raise funds? Is this because the ASC cannot support them? This is up to the ASC to decide

Treasurer's Closing Report:

£15,899.23 In bank

£ 3,750 Ring fenced for UKCNA and UKPI

£12,149.23 Monies Available

£ 2,637 Donations

£ 5,557.13 Outgoings

£ 9,229.10 Balance

LIF Paul RCM , Andy Alt RCM

Prison Sponsorship Report

Dave suggested the committee create an email address similar to prisonsponsorship@hotmail.co.uk

No Report received

PI Report

PI MINUTES 27/10/2007

PRESENT: ROB, EAMMON, LEE, PETER, STE, JOHN, LISA, ROB, ASH, APOLOGIES JILL.

CONCEPTS READ BY LEE

POSITIONS :

CHAIR – ROB 07900577209 VICE CHAIR – LISA 07886573342 LITERATURE (JOHN 07787505830)

CO-ORDINATORS : CHESHIRE (EAMMON 07882490767) LIVERPOOL (STE 07878098920)
LANCASHIRE (ROB 07787570456)

JILL HANDED IN HER POSITION AND WAS APPLAUDED JOHN WAS VOTED IN AS NEW LITERATURE PERSON. ROB WAS VOTED IN AS CO-ORDINATOR FOR LANCASHIRE. VACANT: SECRETARY 1YR, TREASURER 2YR, CO-ORDINATORS CUMBRIA, WIRRAL, N.WALES.

UKPI WORKSHOP:

WENT TO A WORKSHOP IN S.E LONDON TO LEARN ABOUT P.I
DISCUSSED WHAT WE WANT UKPI TO DO FOR US ON THE 17TH NOV. WE THOUGHT THESE 4 TOPICS MIGHT BE GOOD FOR US.

A MOCK PRESENTATION WITH Q&A

A DISCUSSION ON THE TRADITIONS AND HOW TO INCORPORATE THEM INTO PRESENTATIONS.

BRAINSTORMING.

TALKING ABOUT MISTAKES THAT HAVE BEEN MADE IN THE PAST AND HOW TO ACCEPT THEM AND PREVENT THEM.

THE WORKSHOP IS ON THE 17TH NOV, 12.00-18.00 AT THE FRIENDS MEETING HOUSE, BUTTERMARKE T ST, WARRINGTON WA1 2NR OPP KWIK SAVE. ALL WELCOME.

A.A PRESS RELEASE

SPOKE TO UKPI MEDIA OFFICER WHO IS GOING TO BRING IT UP AT UKPI.

WEBSITE ADDRESS

WHY DO WE HAVE 3 E-MAIL ADDRESSES?

PRESENTATIONS

JOINT ONE WITH H&I AT THORN CROSS TO THE N.W PRISON STRATEGY MANAGERS. GOT GOOD FEEDBACK AND CONTACT DETAILS FOR ALL PRISONS THAT ARE REPRESENTED AT THE MEETING WILL NOW LIASE WITH H&I FOR FURTHER PROGRESS.

WE ARE POSTING OUT LITERATURE TO SERVICES AND IN THE PROCESS OF MAKING A NEW DATABASE FOR MAIL SHOTS.

WE HAVE MORE PRESENTATIONS COMING UP:

*2 WARRINGTON CRI TO ADDICTS AND STAFF.DEC 14TH & T.B.A

WORSLEY, MANCHESTER AT THE NOVOTEL HOTEL, NOV 9TH TO N.W. Detox & GP Liaison Conference.

PRESTON C.D.T. TO BE ARRANGED BY ROB LANCASHIRE CO-ORDINATOR.

ASHTON TOWN HALL DEC 9TH WE HAVE A STAND TO GIVE OUT LITERATURE.

YELLOW PAGES.

WE ARE IN THE PROCESS OF SEEING HOW WE CAN GET THE 0800 NUMBER PUT INTO THE COMMUNITY SECTION OF THE YELLOW PAGES AS IT HAS TO BE DONE AREA BY AREA.

ALSO LOOKING AT MORE WAYS TO GET THE MESSAGE OUT TO THE PUBLIC ie NEWSPAPERS, etc

MANCHESTER CONVENTION

WE WILL DISCUSS IT AT NEXT MEETING ON THE 24TH NOV.

NEXT MEETING 24TH NOV 12.00 – 14.00

HOLY TRINITY CHURCH HALL, FINGERPOST, ST HELENS, WA9 1DA

ALL WELCOME.

CLOSED WITH THE SERENITY PRAYER.

BUDGET:

16/10/2007 £10.00 PETROL THORN CROSS

20/10/2007 £58.00 FOR PETROL TO LONDON UKPI

24/10/2007 £50.80 LITERATURE

26/10/2007 £6.20 FLYERS

03/11/2007 PETROL TO AREA

TOTAL = £135.00

Parents & Carers

No report received

Hospitals & Institutions Report

H&I SUBCOMMITTEE MEETING

OCTOBER 2007

OPENING SILENCE

TRADITIONS: read by TONY W

ATTENDANCE: Jon Jon (chair), Andy M (vice chair), Sharon T (treasurer), Mike B (literature), Bryan S, Anthony A, Jamie, John D, Keith W, Jimmy F (panel leader Kevin white) Carl (UKHI chair), Lee, Tony W, Mike M (panel leader edenfeild), Lee G (panel member Kevin white), Clare (panel member Kenyon house), Jess, Kara-Jane (panel member female focus), Mel (panel leader female focus), Lee (panel coordinator Lancaster), Steve (panel leader Lancaster castle), Gail (panel leader Hafon Wen)

Apologies: Billy (panel member Birchwood), Mark (panel leader Kenyon house), Mike (panel leader strangeways), Peter (panel member edenfeild),

POSITIONS:

Chair: Jon Jon (07727235787)

Vice chair: Andy M (07824617513)

Literature: Mike B (07817106450)

Treasurer: Sharon T (07738705257)

POSITIONS VACANT:

Secretary 1yr clean time,

Panel member for Pierpont
 Panel coordinator Manchester 1yr clean time
 Panel leader Kirkham
 Female panel member for Edenfeild

POSITIONS FILLED:

Tony W (panel member Kevin white)
 Keith W (panel leader Birchwood)
 Jamie (panel leader pierpoint)
 John D (panel coordinator Merseyside)
 Brian S (brews)

LITERATURE REPORT:

Fully stocked literature distributed between all facilities sub committee agreed to spend £75 per month on literature due to increase of facilities

TREASURER REPORT:

Balance	£200.00	
Outgoings		
Literature	£75.00	
Travel to Liverpool – UK H&I Learning Day	£20.00	
Travel for Vice Chair to ASC	£20.00	
Travel to H&I Committee from Blackpool	£10.00	
Travel to H&I Committee from Liverpool	£10.00	
Travel to H&I Committee from Liverpool	£15.00	
Travel to H&I Committee from Liverpool	£12.00	
Travel to Female Focus for 4 weeks	£28.40	
Brews	£ 5.56	
Total Spent	£195.96	Leaves £4.04

Requesting £195.96 from ASC

FACILITIES:

Merseyside area

Kevin white: Everything going well with the unit, meetings well attended, excellent relationship with staff and clients, both Tuesday and Saturday night meetings are running smoothly no issues. Literature for the Saturday night meeting is in the process of being sorted as moneys are now available from the unit.

Adelaide house: Meetings are going well. Regular attendance by clients, although on the last presentation no clients attended so the speaker and the panel leader stayed around and chatted to the clients, good ongoing relationship with staff.

Birchwood: Meeting going well clients attending, relationship with staff good Billy was sponsored in to the position by the chair of the sub-committee and is now confident enough to take meeting and take sharer.

Manchester area

Edenfield: Low attendance at meetings at the moment, due to the nature of the facility it has male and female wards and as there is no female panel member we cannot go into the female wards, we are working towards getting a mixed meeting in a central point in the unit that would be male and female attendance. Also, the doctor requests a service agreement from the sub-committee and more information on what H&I does.

Strangeways: Mike D sends his apologies for not being able to attend this month's sub-committee. Everything is going well in the prison and our relationship with inmates and staff is good. Two more applications have been handed in for clearance and we are still waiting for a promised letter of recommendation from the CARAT team. Mike finishes his 12month service next month. A panel member has expressed interest in the position and is willing to put himself forward.

Kenyon house: Meeting going well once a fortnight and is well attended by clients. No issue, relationship is good with staff. New manager is taking over and wants us to come in once a week will let sub-committee know about the outcome of this.

Lancashire area

Female focus: No issues to report all going well. The number of clients in the centre went down, but the centre is full again and meetings are well attended. The girls continue to love the presentation and are always welcoming and really appreciate us coming in. Kara is doing really well and has got stuck right in! Mel would like to apologise in advance she will be unable to attend next month's sub-committee and will give report to Kara to bring along.

Peirpiont: Everything is going well. Some literature was brought in for staff and they said it was very helpful. Relationship with staff is really good, and they would like to thank the sub-committee for their service.

Kirkham: Still waiting for clearance of names to start presentations in there. The treatment manager went to the area meeting that was attended by H&I and the problem about doing presentation in there has been resolved, and he would like to thank the sub-committee for attending their area meeting.

Lancaster castle: Again moving very slowly. Tried speaking to treatment manager but no reply to my phone message, plus went in on Thursday but was cancelled due to problems within the prison. While there I got phone number to arrange meeting with the governor. Panel leader spoke to the treatment manager and she assured him that the staffing issues had been resolved, however since this discussion we have only been allowed in three times in the last 2months.

North Wales

Hafynwen: Arranged meeting with managers, Shaun and Scott to sort out details of when and how frequent meetings could take place, but panel member did not turn up and had to cancel. Have rearranged for 1/11/07, we need panel member to enable progress.

New business:

Service agreement is to be drawn up by sub-committee for all facilities.

Old business: Thanks to the £200 donation from UKHI for literature Mike the literature person for the sub-committee will order the literature from UKSO and instruct UKSO to bill the UKHI committee direct for payment. Mike to decide what literature is to be ordered.

The joint presentation went really well at the ECD meeting. There were prison treatment workers, prison governors and other concerned body's present at the meeting, We were greatly welcomed by all present and the spring board effect is that we have been requested to do presentations in HMP Hinley, HMP Liverpool and Liz Redmond has invited us to attend a meeting at HMP Wymott on the 3rd of December, Cindy Maguire treatment manager for the northwest commented that prisons have no excuses anymore that they need to be moving forward with us.

Training day venue to be confirmed, date to be set and UKHI to attend and put on workshop. To be finalized at next sub-committee.

Other business:

Charlene handed in her position as Panel Leader for Adelaide House due to constant conflict with the H&I Chair. Due to a separate outside issue Charlene felt unable to carry out her position to the best of her ability. She would like to thank the committee for giving her the opportunity to serve. Charlene will continue to carry out her service position for another month until the Panel member has the clean time requirement to put herself forward for the position. Charlene requested for this to be minuted.

Venue, date, and time of next sub-committee:

24th November 3pm until 5pm at earcroft community centre hawkshaw ave, darwen, Lancs.
BB3LQY

The committee would like to thank all those who have been involved in service this month and we welcome any new members to the sub-committee

CAN ALL GSR's PLEASE INFORM THEIR GROUPS OF ALL THE SERVICE THAT IS AVAILABLE ON THE H&I SUB-COMMITTEE!!!!!!!!!!!!!!!!!!!!!!
AND ALSO ANNOUNCE NAMES ARE NEEDED (MALE AND FEMALE) FOR ALL INSTITUTIONS

Website Report

Sharon asked that a regular report be submitted for the minutes

Dave's position will be up next month but he will be happy to help whoever takes it on

Helpline Report

Tony has said that the following things will take place this month

- Liaise with the UK helpline committee to get some training days set up
- Is going to check all positions are definitely full and if not look for new volunteers
- Wants to include Lancaster in the Cumbria district as regards to area co-ordinators (a point of contact for that area)

European Convention Report

No one present, no report received.

North West Convention 2008

Steve sent his apologies. No report received

New Business

During the Steering committee meeting it was decided that we would concentrate on the GSR training days. Can GSRs take back to groups to find out if any experienced GSRs or previous GSRs would like to volunteer and facilitate a training day in a county/town

Tony stated at the NW Convention there will be a GSR workshop

Tony raised a proposal [I didn't collect this have asked Neil for the wording] it was that no GSR be able to sit on the Steering committee

Tony suggested GSRs should be able to have time to ask questions and be able to speak before the subcommittee chairs speak

There was some discussion on what an abstention vote means

Chris suggested we look at the 'Sample area committee agenda' in the Guide to Local Services

Paul suggested the GSR training should be done every 6 months

From next month when something is discussed the experience will speak first then there will be a slot for GSRs to speak only.

It was suggested that we possibly need to extend the Steering committee so we can empower

Treasurers Closing Balance

IN £368.19

OUT £494.88

Closing balance £1968.81

Pipex have now paid the money back to us they owed.

Date & Time of Next Meeting

We will meet at The Pensioners Hall, St Albans Road, St Annes FY8 on Sat 1st December 2007 1:30 till 5pm. The Steering committee meeting will commence at 1:00pm