

# NATIONAL GAZETTE

## National Gazette for the National Executive Council Meeting held 15<sup>th</sup> & 16<sup>th</sup> October 2005

The aims of this document are;

To communicate decisions and information shared at the National Executive Council meeting held in Newent on 15<sup>th</sup> and 16<sup>th</sup> October 2005

To support the membership and groups

### Brean

The NEC agreed to run Brean Holiday in 24<sup>th</sup> to 26<sup>th</sup> March 2006. There were two candidates Adam Redshaw and Wayne Fenton for the post of Brean Co-Ordinator

Adam Redshaw was elected Brean Co-Ordinator

### Annual National Conference 2006

The NEC confirmed its intent to run and organise an Annual National Conference at the Britannia Hotel, Coventry. It agreed not to charge ANC group levies and to seek an alternative source of funding.

Andrew Cole was elected ANC Chairman and Joanne Taylor was elected ANC Bookings Officer. Please inform Jo Taylor, if you have your group sign.

### Other National Activities

The NEC agreed to run another National scale event in 2006 such as SADY.

At the January NEC meeting, seek to elect a SADY Co- Ordinator. Nominations can be sent to the Honorary General Secretary before 19<sup>th</sup> January 2005

### Website

Mark Hewson, the Eighteen Plus Internet Co- Ordinator gave a presentation on the elements needed to run a website such as web host and domain name. Mark highlighted the reasons for the recent loss of service; a] the account for web hosting was not renewed on time b] The domain name of [www.18plus.org.uk](http://www.18plus.org.uk) expired. These are renewed and will need renewing annually.

Mark highlighted the potential uses of the website to hold a database of membership or activities; email forwarding and hosting and auto forwarding.

I personally would like to thank Mark Hewson, on your behalf for the ten years of voluntary service he has given to ensure that the Federation embraced and utilise this innovation.

## SQL Experience wanted

If any member has experience of the generation of SQL databases and is willing to volunteer their time, please can they contact Francis Wallington, Honorary General Secretary.

## Membership Statistics

From January to September, the number of persons who have joined the Federation is 401 of which 52 are new to the organisation. The number of people remaining to renew is 185; there total number of members is 586 persons

## National Activities Diary

The Federation that everyone sees is the one running organised events and people co-operating to fulfil the outcome of the activity and gain enjoyment from participation. The National Diary was set up to ensure co-operation and participation by preventing major event clashes and publicising events.

Please ensure that events are placed on your area and national diary through the National Activities Officer.

## National DVD

The National Development Officer, Adam Redshaw received approval to generate some three hundred copies of the Federation promotional DVD programme for circulation to groups and external publicity. It is likely that each group will receive three copies and the right to make further copies. This involves the purchase of a DVD duplicator for multiple copying and enclosure in sleeves. Adam will be adding final changes by filming at WASH. Earlier programme versions have been well received when used as a promotional tool to explain Eighteen Plus to potential new members.

## New Group

We welcome the opening of Reading Eighteen Plus Group.

## Training

A] Inspire - The event was judged a success by reviewing the evaluation questionnaire fulfilling its objectives of informing members about the Area Lead Option and developing the training skills of members. This is in spite of changing venue from MMU Alsager to University of Warwick. The facilities offered by University of Warwick were superior to that offered by Alsager campus.

The evaluation of the event is available upon request to the HGS.

B] Training Resources - The NTO has catalogued the resources held in the cellar as training materials. It is the intention to scan documents and hold them as electronic files as a resource to be accessed for all. However, they are materials available for interested members. If you are interested in obtaining and holding training materials, then firstly one should contact Joseph Gurney, National Training Officer or HGS to obtain the audit document and indicate your interest before 13<sup>th</sup> January 2006.

C] Future training events - The NTO is planning a training event on committee positions in East Anglia. The venue will be in reasonable distance of M25 and therefore accessible to members from other areas. Southern Area will be discussing marketing on November 13<sup>th</sup> at their council meeting.

## Restructuring

### Membership Officer and system

Dave Filer and Area Chairmen following the discussion at Inspire to clarify the role of Membership Officer and the membership system have carried out further work. There are working to generate a Membership Officer starter pack with guidance notes for the membership system, membership types; membership card design and database specification.

We have agreed to purchase laminators for the generation of card by Membership officers.

If you have further comments and contributions on the membership system, then please contact Dave Filer

### Constitutional Sub Committee

The constitutional sub-committee met for the first time as a collective and began the process of examining the national and area constitutions including standing orders  
East Anglia Area Chairman Steve Browning would be happy to hear your suggestions.

### Transition

HQ at Newent performs several functions related to dealing with the public such as new member inquiries and with business organisations. Not least, need to equip the EPRO to turn prospective inquiries around quickly. We identify the need to have a second Flextel number for business enquiries for the HGS or equivalent. A post office box or similar service can handle mail items will be investigated.

The archive has been removed in September to Gloucester Record Office.

### Transition at Group Level

Concern was raised about the potential for group committees during transition staying in post for fifteen months whilst attempting to adopt new constitution. Steve Browning advised of the following timetable.

## **RECOMMENDATIONS FOR TRANSITIONAL MEETING SCHEDULE**

- Groups will be holding their last Bi-AGM in November this year.
  - The transition to the new structure happens after Jan 2006.
  - The slot for the first AGM is not until Jan/Feb 2007.
  - Electing a committee in November to serve for about 15 months is unrealistic.
- We recommend a Transitional Annual General Meeting (T-AGM) in May 2006, this means -
- The November 2005 Bi-AGM sets a 6 month term as usual.
  - The first term under the new structure in 2006 is then 9 months.
  - Subsequent terms are annual as intended under the new structure.

## Group General Meetings

Bi-AGM

2006

October	November	December	January	February	March
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T-AGM

April	May	June	July	August	September
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200 AGM

7

October	November	December	January	February	~
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200 AGM

8

~	November	December	January	February	March
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## Area Meetings

AC

2006

Special AC

October	November	December	January	February	March
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AM

April	May	June	July	August	September
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AM

200 AC

7

October	November	December	January	February	March
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AM

AM

April	May	June	July	August	September
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## National Meetings

NEC

200 NEC

6

October	November	December	January	February	March
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ANC

NM

April	May	June	July	August	September
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NM

2007

NM

October	November	December	January	February	March
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NM

NM

April	May	June	July	August	September
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Changing the organisation and its structure

We have a proposal, which enables the Federation to change its form and comply with the intent of Area Lead Option. Joe Gurney has prepared the proposal and he offers the following explanation. Please ensure that all members read this.

The selection of the name of National Association of 18 Plus Areas is arbitrary one; it is equally as valid to use the words National Body as Joe indicated in the covering email to me with this information.

We will confirm the legality of this proposal in consultation with the Federation's solicitors prior to the January NEC meeting

The transitional arrangements for the implementation of the Area Lead Option, as agreed by the NEC, will be as follows:

- On the same weekend as the January 2006 NEC meeting, there will be held the Inaugural Meeting of a new "National Association of 18 Plus Areas", which will eventually form the new National Tier. The new Constitution of this National Association will be ratified and implemented *at the Inaugural Meeting*.
- Between the Inaugural Meeting and the ANC 2006, each Area will hold a Special Area Conference, in order to implement a new Area Constitution.
- There will be an ANC 2006 after all – at which the NEC will propose two motions:
  - Firstly – to transfer ownership of all the Federation's property (the Reserves, intellectual property rights, etc) to the new National Association; and
  - Secondly – to close the "National Federation of 18 Plus Groups of Great Britain".

Thus, for a short while – from the January NEC meeting to the end of the transition period, there will be *two* bodies existing side by side – the old National Federation, and the new National Association. Once the Federation is closed, Areas will remain members of the new National Association only.

## FAQs

Q. What is this "National Association?"

A. It is a "Club" which will only have 6 members – i.e. the Areas – and the annual membership fee will be £500 per year! It will assume the functions of the National Tier and replace it completely after the ANC 2006.

Q. What will happen to *my* membership?

A. As an individual, you will become a member of your Area, not of the National Federation. When each Area passes its new constitution, each Area will mutually recognise the validity of each others' members. Hence you will continue to be able to visit other Areas and attend National-scale events as before.

Q. This sounds like a complicated way of doing things. Why?

A. Tax reasons mainly. It avoids a lot of complicated issues to do with VAT that were identified at the July NEC meeting – which we would otherwise have incurred had we just simply attempted to amend the existing National Constitution to implement the Area Lead Option.

Q. Why isn't the new National Constitution being debated at the ANC?

A. By law, when a Club's Constitution is implemented for the first time, it must be voted on by the Members of that Club. However, because the National Association will only have six members – i.e. the Areas – it is only the representatives *of those six members* who will be entitled to adopt the constitution of the National Association. Hence, the new National Constitution can be implemented by holding the Inaugural meeting of the National Association during the January 2006 NEC meeting.

Q. Why will Special Area Conferences be held?

A. Each Area must adopt a brand new constitution, so that it can assume its responsibilities under the Area Lead Option. Its new constitution will recognise the new National Association, so it can start dealing with it properly. Most importantly, without a new constitution, the Areas will not be empowered to collect individuals' membership fees!

Q. What if an Area does not implement its new constitution?

A. Then it will go bankrupt and close. Because it will have committed itself to pay £500 per year to be a part of the National Association, but it would not be able to collect membership fees from its members to make up for it.

Q. How will this affect individual groups?

A. Each Group will have to amend its own constitution, to replace the words "National Federation of Eighteen Plus Groups" etc to the name of its own Area. I.e. as far as the Group is concerned, it will be its Area, which takes over the role formerly taken by the Federation. Otherwise, the Groups will be the least affected throughout the whole process.

Q. What will happen to National HLMS?

A. Provisions will be written into the new Model Area Constitutions so that their privileged status will be continue to be recognised by the individual Areas. However, there will not be any new National HLMS under the new system.

Q. Will the new National Association be a Charity?

A. No. But we intend to at least allow the possibility to become one at some point in the future. Parliament is currently changing the law on the subject, so it would be best to wait until that is finished before applying for charitable status.

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## **NOMINATIONS FOR THE ROLES OF POST-HOLDERS IN THE NEW NATIONAL ASSOCIATION OF 18 PLUS AREAS**

The Inaugural Meeting of the new National Association will take place on Sunday January 29<sup>th</sup> 2006 at 8-10 Church Street Chambers, Church Street, Newent, Glos, GL18 1PP. At this meeting, the following positions will be elected:

### The Non-Executive Committee

Chairman

Administrator

National Finance Officer

### National Project Officers

Public Relations Officer

Publications Officer

National Web Manager

Training Officer

National Executive Officer(s)

To be considered for the any of these posts a candidate must be a member of an 18 Plus Group (nb: NOT a direct member).

The Nomination of a Candidate who is aged 36 or over will not be accepted if there is at least one Candidate aged 35 and under standing for the same post.

Note that the National Association is a separate organisation to the National Federation of 18 Plus Groups of Great Britain.

Post-holders in the National Association need not necessarily be the same as that of the National Federation.

Should current Post-holders in the National Federation wish to stand for office in the National Association, they should make this clear by submitting a nomination.

Please send all nominations by post in writing, to arrive no later than December 31<sup>st</sup> 2005, to:

John A Smith,

Convener, The National Association of 18 Plus Areas, c/o

The National Federation of Eighteen Plus Groups

Church Street Chambers,

8-10 Church Street,

Newent,

Gloucestershire

GL18 1PP

[jas@anvil.uk.net](mailto:jas@anvil.uk.net) AND [office@18plus.org.uk](mailto:office@18plus.org.uk)