

National Federation of Plus Area

NEC meeting – 15th August 2009

Location Quadrant Business Centre, Coventry

Present

Vice Presidents
None Present

GPC

Adrian Barnard – National Chairman
James Oliver – Honorary General Secretary
Mark Harrington – National Finance Officer

NEC

Joe Gurney Anglia & South East Area & Deputy National Chairman
Kath Good – Southern Area
Erica Knight – Midland Area
Matthew Dickinson – North Thames & Chiltern Area
Matthew Riley – Northern Area

Project Officers

John Smith – National Publications Officer & Internet Co-ordinator

Observers

Adam Redshaw (for item 15.2 only)
Andy Rutter

1 Open Meeting

Adrian Barnard opened the meeting at 10.04am and welcomed everyone to the meeting.

2 A short review of procedures.

Adrian Barnard reminded the NEC and those present how the meeting will be run.

3 Apologies for Absence and Acknowledgement of Proxies

Apologies

Gerry Edwards
Francis Wallington

Proxies

None

Lateness

None

4 Minutes of the last meeting

Adrian Barnard ask for any points of accuracy

Proposed by Northern Area
Seconded by Midland Area

4.1 Review of Action List

A Barclays Bank - Ongoing
B VAT liability – Done
C IOSH – Ongoing
D Training Event – Ongoing
E Internet Team – Done
F Northern Area Brean Funding – Ongoing

The voting strength was established to be at five

5 Officers Report

Chairman

Adrian Barnard gave a brief report, Adrian also mention that he gave item to the Plus News about NGOOT

Anglia & South East Area

Anglia and South Area Amendment

Adrian Barnard asked Joe Gurney how many groups meet less than once a quarter, Joe replied about three, Erica Knight asked if these groups hold events Joe Gurney said no, Adrian Barnard asked Joe which groups are they Joe replied Barkingside, Bishop's Stortford and Brentwood. Joe Gurney then went to say they do not meet in any official capacity, Matthew Riley ask if Anglia & South East Area though about incorporating this amendment it to the ASEA standing orders, Joe said it was more appropriate to include it an area constitution rather than the standing orders, Matthew Dickinson said does these groups want to still exist, Joe Gurney said the aim was to force the group to act as a proper group, Joe Gurney said this would apply on to Anglia & South East Area the only reason he brought it to the NEC meeting is that it affected the model area constitution. Joe said if the motion goes through then one of the effected groups have said that they would merge with another group.

IVC

Joe Gurney reported that West Kent Plus is under threat from the local IVC which is meeting at the same pub and is trying to turf them out of the venue which both groups meet at the same night, Matthew Dickinson ask if West Kent Plus still a viable plus group, Joe said yes. As they still wish to come to plus events. Kath Good said it is a battle Plus can not win therefore Plus should move it night as to avoid the conflict with West Kent Plus. Matthew Dickinson asked if there are any members of IVC still in Plus Joe response that he was not aware of any. Adrian Barnard explained why Plus should not get involved with IVC, saying that IVC does not care about any other organizations feelings. Kath Good said that Plus group should move away from the IVC group, Joe Gurney said that this was the Area Committee idea.

Northern Area

Kath Good question they Bradford membership which Matthew Riley respond, Joe Gurney said that Northern Area has more Quest Members that Plus members. Joe gurney ask do groups visit other groups Matthew Riley said no. Matthew Dickinson ask Mathew Riley how many area committee posited are filled, Matthew Riley listed them and said that John Smith helped with the Admin a lot.

Southern Area

Kath Good commented that they have a couple of BBQ coming in the summer months.

Midland Area

Erica Knight corrected the membership figure for Coventry on her report and it total.

North Thames & Chiltern Area

Adrian Barnard remind Matt Dickinson his concerned for Hillingdon asking area for funds, Matt Dickinson said about the many free internet based social groups which exist in London that is why Matt is bring this motion to the NEC to vote on it.

Proposed by Northern Area

Seconded By Midland Area

6 Finances

6.1 National Finance Officers Report

Mark Harrington presented his report

2009	£
Income	2,404.26
Expenditure	1,421.41
Surplus / Deficit	991.85

Mark Harrington mention that he has written off the digital voice record has gone through. Mark Harrington mention the Nett worth of Plus is now £ 23,512.14 Mark Harrington mention about the VAT liability would like move this into the assets of Plus. Mark Harrington has spoken to Alison Jones who believes we don't have pay it. Adrian Barnard mentions about the history of the VAT liability how it first arose. Adrian Barnard said it should be kept there and reviewed for the next five years, Matthew Riley said has this been cleared by the tax office. Mark Harrington said he would check. Adrian Barnard mention about including on the Balance sheet National tier stakes in Brean & SADY in the next set of accounts.

6.2 Outstanding Debts

Mark Harrington mention the outstanding debt is now £150.00 because Southern Area pay by standing order the other £150.00 relates to Northern Area

6.3 Budget

Ongoing

6.4 General

Mark Harrington said the following risk assessments have now been received
King Lynn Summer Xmas Do
Lincs Quest Archery
National 5 A-Side –football
Fareham BBQ
SADY Walk
SADY – General
Southern Area Charity BBQ
NGOOT Walk
NGOOT Treasure Hunt
National Rounders

Mark also received one on last night for the Hillingdon Dance today. Kath Good asked if Soton Friends sent one for their BBQ Mark Harrington said no.

Mark Harrington mention the problems of using Barclays, however Mark has been speaking to the lady who does his works account – Natwest they would be prepared to do everything for us if we wish to transfer accounts and give us two years free business banking.

Adrian Barnard asked about the Bradford motion John Smith respond that £50.00 is what Barleys current allowed Plus on a single signatory, Adrian Barnard said that he would like it to be £200.00 Matthew Riley asked if all banks have these rules, Adrian Barnard said this is an excellent opportunity to up the limit.

Mark Harrington suggested a motion to change bank accounts; Adrian believed that one was not needed. Matthew Riley asks if people left office are they removed as a signatory on the bank account. Adrian Barnard said no Joe Gurney suggested that the treasurer always bring a load of bank mandate forms to each meeting, Adrian also mention always look who will around in plus for a long time then get them on as signatories. Matt Dickinson said the NEC was happy for the GPS to investigate changing banks accounts. Adrian Barnard mention to James Oliver and Mark Harrington to meet and with two forms of identification such as passport, Adrian said that he would travel due to both of you live the Midlands.

Audit Report 2008

Mark Harrington mention that 2008 audit report is now completed, Kath Good mention that the audit report would be discussed at the AGM in February 2010, Mark Harrington said we are aiming for this accounts to be audited February 2010 as well. Mark has discussed this with Katie Hawkins. Mark will need to ensure accounts are with her by 15th January, she will turn around in 4 weeks. It was mention that Alison Jones motions are irrelevant. Joe Gurney spotted a typing error in the audit report. Erica Knight asked about the NEC development reserve Adam Redshaw responding said it was historical legacy from the days we had an office it was used to train the new NEC each time.

Matt Dickinson asked about the Charles Padgham Fund are we going to write this off to fund Francis event next year. Adrian said that would come later on in the meeting. Matthew Riley ask is the NEC development reserve used anymore, Adrian Barnard respond no. Mark Harrington suggested grouping all the reserves in to one reserve except for the VAT reserve. John Smith gave a short history of what each reserve was used for

General Reserve

Project reserve

Nicholson House Reserve which contain Charles Padgham Fund

NEC Development Reserve

VAT Reserve

Adrian Barnard mention the only reserve ring fenced was the Nicholson House reserve Matt Dickinson asked are the reserves just accounting fiction Adrian Barnard said yes. James Oliver mention reserves are their as a piggy bank for a "rain day" such as unforeseen events. Mark Harrington suggested renaming the reserves to provisions and merging the NEC development into the general reserve – now provision. Erica Knight suggested renaming the Nicholson house reserve to Training reserve Joe Gurney could we keep the name Charles Padgham Fund, Erica Knight respond yes because it would be sitting in the Training reserve.

Matt Dickinson proposed the following motion

To rename general reserve to General provision, Project reserve renamed to just reserve, VAT reserve renamed to VAT provision, Nicholson House reserve renamed as Training provision and finally NEC development reserve moved into the General provision.

Proposed by North Thames & Chiltern Area

Seconded by Southern Area

Carried

7 Mandatory Motions for Issue

7.1 Anglia & South East Area

Joe Gurney moved the following motion which was aimed at Anglia & South East Area only

In accordance with Article 3.2.5.2 of the National Constitution, and subject to Anglia & South East Area voting appropriately at its Area Conference, the NEC approves the following amendment to Anglia & South East Area's Constitution: The following shall be added to Article 12.1 of the Area Constitution (Suspension & Closure of Member Group - Closure Due to inactivity):

12.1.2 A Member Group shall automatically cease to be a member of the Area if it has not held a regular club-night in three consecutive months; PROVIDED THAT closure of the group may be stayed by the Area Committee if it is satisfied that the Member Group has taken adequate steps to reschedule any club-nights that have been postponed

Joe Gurney explained this is not a mandatory motion for issue to the areas but only for his area so that it will force his area to voted upon it at the next area conference

After a short debate vote the voting was as followed.

Against – 4
Abstentions - 0
For - 1

Motion Lost

7.2 North Thames & Chiltern Motion

Matt Dickinson moved the following motion to the area for consideration

That the membership fee for full members new to the federation be reduced to £10 for their first year of membership

Matt Dickinson explained that it was to combat the growth of internet based social groups which exist in London

Erica Knight explained that she would urge her area to vote against it.

8 Mandatory motions return

8.1 Leeds Motions

Anglia & South East Area – Not quorum at last area conference therefore not voted upon

North Thames & Chiltern Area – Not voted upon

Midland Area - passed

Southern Area – not voted upon

Northern Area – passed

8.2 Bradford Motions

Matthew Riley said that these have been withdrawn by Alison Jones

9 Election(s) and Co-option of National Officers

9.1 NEC Administrator

None

9.2 Activities Officer

None

9.3 Training Officer

None

9.4 Publicity Officer

None

10 National Meeting

10.1 National Meetings

Adrian explained that the following meetings are coming up

28th November,

20th February this would be the AGM

10.2 Annual General Meeting 2010

James Oliver gave the NEC a draft agenda and timetable of when various bits of paperwork should be in. James Oliver asked the NEC when they would like the trophies presented Adrian said in the evening which the NEC agreed to.

Action: NEC agreed to send to John Smith as well as James Oliver their reports so that John could with James help prepare then in a document. Erica Knight asked the current AGM minutes, Adrian Barnard said was Francis Wallington has them thus is typing.

Action for James Oliver to contact Francis Wallington with regard for getting the AGM minutes to him.

Action for Adrian Barnard to contact groups to invite them to 4th Annual General Meeting to be in Walsall

Adrian also mentioned if reports could be in PDF format or in word format.

11 Training

Adrian Barnard mention that John Smith will be giving Francis Wallington report about the Events Day at the AGM Sunday, John Smith mention that Francis Wallington gave the NEC a two page presentation about Events Planning Day. Erica Knight said that Northwich is where Sandra Brogan lives, that is the reason for meeting to be held there. Mark Harrington said that 40 participants was very optimistic, the NEC then went through each individual cost, starting with the travel cost for the team of five of Sandra Brogan, Francis Wallington, Mark Harrington, Adrian Barnard, & John Smith. Matt Dickinson ask if three meetings are need, John Smith said the mileage cost might have been over-estimated, Joe Gurney said that only one meeting was required for the Focus day which was more complicated than this event. Mark Harrington said that 25 was more realistic figure, John Smith comment that you had 26 people turn up, Kath Good comment that most people turn up to find out about it. James Oliver mention that Midland Area paid for attendance at the focus day event, Adrian Barnard remind the NEC why we need the event, John Smith comment that Francis Wallington wish to be an organizer rather than presenter. Adrian Barnard gave the NEC a possible timetable for the event starting at 10.00am on Sunday; Mark Harrington said the original idea was based on risk assessments which John smith agreed with.

John Smith said risk assessments are only a part of Health & Safety John Smith said one of the problems is that we rely on members with a proven track record in organizing events such as Corinna or Adam Redshaw, Plus needs to train up the replacements for these people. Kath Good mention in Southern Area it is always Adrian or Leo Glover who appear to be organizing events, Joe Gurney suggested not to concentrate on Health & Safety, John Smith said that Health & safety is the third aim of the day. Kath Good said the poster must be less wordy to attract members Adrian Barnard gave some examples such as NGOOT and Brean.

Matt Dickinson asks who would be happy for the likes of Corinna Teale, Adam Redshaw, John Smith Adrian Barnard, & Mark Harrington to present the day. Adrian Barnard said there is nothing as scary as the unknown.

John Smith then went through the modules for the Events day, Matt Dickinson ask would Sunday be interactive or flip-chart Adrian Barnard said interactive with people perhaps in small teams, Adrian Barnard mention that he has a veto as to what goes on the day. Matt Dickinson mention the money in the Charles Padgham Fund would be used up, ask who were the trustee's Adrian Barnard replied the NEC are trustee's, Kath Good suggested that National pays for the lunch and Charles Padgham Fund, pays for the rest. Joe Gurney mention another Plus assets the FISH DVD, Adrian Barnard gave the NEC a short history of Charles Padgham Fund. John Smith mentions that this is the budget meeting for Sunday event day. After a short debate it was agreed to that area's should fund the lunch on Sunday to the value of £40.00 from each area.

Kath Good raised the following motion

To run an event at the next AGM this is the event's training day and not to spend no more that £800.00 of which £200.00 will be fund from each area to the value of £40.00 each, and £600.00 from the Charles Padgham Fund.

Proposed by Southern Area
Seconded by North Thames and Chiltern

Carried

12 Business Plan

Kath Good ask is there a National Business Plan, James Oliver said that he believes that one exists on Mark Hewson website, after a search and some discussion it was resolved that the Focus day objectives have been largely achieved it was agreed to write a new business plan.

Action for James Oliver, Adrian Barnard and Mark Harrington to write a new Business Plan

Action for Gerry Edwards to attend the next NEC meeting and help the NEC to digest business plan

Action for GPC to meet it was agreed to meet in Derby on a Saturday

13 Publicity

13.1 Website

John Smith said to the NEC that the company who we lease our servers where the websites sits are now asking for more money, as our website is using a lot more space that it was intend to use, they have given plus three options

- 1 Leave the site as it is currently using 1.5 GB - £250 per annum
- 2 Small site about 1.0 GB - £200 per annum
- 3 Big trim of the functionality of the website to take space down to 600MB - £100 per annum

Kath Good mention if that was inline with other service providers, John Smith said no it was expensive, Joe Gurney ask about the amount of space which was redundant John Smith replied that there was a training version which could be deleted, Matthew Dickinson said if photos or PDF were deleted then what was the point of it, Kath Good suggest actioning website team to look at ways in reducing space on the website, Adrian Barnard remind the NEC that most videos these days are put on a site called you-tube, perhaps this should be the case with plus videos members should click a link away they go to You Tube. John mention that the website attracts one enquire each day but is unsure about visitors, John Smith said you could get more storage for £100.00, John Smith explained the current problems about changing servers, Kath Good suggested contacting the service providers about a quarterly payment to give more time, Adrian Barnard and John Smith both said answer would be no. John Smith said attachments should come off but we should keep a historical record of the event, John Smith said 600MB was a big disappointment to him, Matthew Riley asked about space of the backups John Smith responded it was the size of the live site, John Smith gave a short history why that company was chosen, and then an email from the owners outlining the three options. Mark Harrington suggested taking the second option as a hit that will give us 12 month to research to find a new option

Joe Gurney raised the following motion

That the NEC pays the £200.00 + VAT on option 2 and actions the website team to look in to finding a cheaper server provider.

Proposed by Anglia and South East Area
Seconded by North Thames & Chiltern Area

Action website team to trim back website

John Smith mentions also some of the cosmetic changes involved in the website such as pictures and font display. Erica Knight mentions about enquires from the website John Smith said that they are mainly from Southampton area. Adrian Barnard suggested that ask a question button be added to the website along with a new members enquire button.

13.2 General

John Smith is still getting in lots of press cuttings Lincs Quest is still in front followed by Leeds

New Member in September

John Smith knows of two groups who are doing something including one in Midland Area who are doing it.

14. Development

14.1 New Groups

Anglia & South Area - None
North Thames & Chiltern Area – None
Midland Area - None
Southern Area - None
Northern Area – None

14.2 Groups Closed

Anglia & South Area - None
North Thames & Chiltern Area – None
Midland Area – Leamington Spa
Southern Area - None
Northern Area – None

15 Activities

15.1 Diary

Adrian Barnard went through the diary at present

22nd August NEC Meeting
11th to 18th September National Holiday Abroad
2nd to 4th October NEAT 09
13th to 16th November WASH 26
28th November NEC Meeting
20th February 4th AGM, Walsall
16th to 18th April BREAN (Brean discussion taking place earlier in the meeting)

Adrian Barnard then went through some of the past National Scale events which might return to the calendar. Adrian Barnard mentions that the National Skiing is running later than usual, Kath Good mention that South Bucks would want to run the National Badminton in February.

15.2 BREAN 2009

(this took place earlier at the NEC meeting due to Adam Redshaw involvement)
Adam Redshaw present the NEC with the final budget for Brean 09 which was a surplus of £1,710.08 however Adam noticed that Brean had undercharge Plus by £2,159.99, Adam Redshaw could have kept about this but given the history between us and BREAN Adam decide not to and inform BREAN who have sent Adam the invoice for the undercharge give this year event a loss of
£449.91

Reasons for loss this year

- * Lack of Numbers
- * People paying up early for this year event
- * Spending on Brochure and fobs “Brean will fixed it”

Mark Harrington asked about he balance sheet for Brean Adam Redshaw responded that the current bank balance is £5,255.43 however Brean has £1,500.00 of Plus money in their bank account.

Adam Redshaw then went through the various stakes in BREAN

Anglia & South East £ 2,000.00
Midland £1,000.00
Southern £500
North Thames & Chiltern £500.00
National £1,500.00

Adrian Barnard suggests taking the losses from BREAN from the national stake thus protecting your own area stake in Brean. Matt Dickinson said suggest write off national stake

in Brean this year, Mark Harrington mention that we can write off another £500.00 in Brean, Adam Redshaw mention the stakes were issued to give the event some working capital Adrian Barnard mention this would increase the national tier notional expenditure from £3000 to £4000 this year.

Motion

To write off the National Tier stake in Brean from £1,500 to £500 to clear debts

Proposed by Midland Area
Seconded by Southern Area

Carried

15.2.2 Brean 2010

Adam Redshaw gave the following dates for this year event as 16th to 18th April most people said that this event was held on a dead weekend. Adam Redshaw was getting much harder and harder to satisfy the members. Gary Jay willing to do 2010 however Adam will trying for a better price, No film next year however report indicate that Tai Chi went down well so it will be backed Christine Ticehurst has been approached to do some of the admin work involved a few suggesting has been received from members about what they want from next year event noting Ian Crawshaw comments, Mark Harrington suggested not offering a discount however Adam disagreed with this the NEC suggested £70 to £75 late. It was agreed to have £70.00 by AGM for the early payment afterwards it goes up to £75.00. Adam said that he needs people to help him out in running Brean next year there are lots of tasks involved in running a event like Brean in preparation and on the weekend.

Motion

**To Elect Adam Redshaw as Brean 2010 co-ordinator
(For stakeholders only)**

Carried

15.3 SADY

Brilliant weekend especially the weather, people who went on the ramble with Francis did not get lost. However the event suffered from numbers who stayed away due to the bad weather last year.

15.4 NGOOT

Adrian Barnard mention that making NGOOT a success was down to an excellent example of teamwork

16 Any Other Business

Adrian Barnard announced that he would not be attending some plus event due to the fact Tina Bunyan has been diagnosed as suffering from Breast Cancer.

17 Close Meeting

Adrian Barnard closed the meeting at 16.22pm

18 Date, Time and Venue of next meeting

28th November 2009, Time meeting would start is 10.00am and venue confirmed as the Quadrant Business Centre in Coventry.