

NATIONAL FEDERATION OF PLUS AREAS

NEC MEETING – 19TH AUGUST 17

JACOBAN HOTEL

HOLYHEAD ROAD

COVENTRY

CV5 8HX

ATTENDANCE:

NATIONAL CHAIRPERSON	ERICIA KNIGHT
HONORARY GENERAL SECRETARY	IAN CRAWSHAW
NATIONAL FINANCE OFFICER	NICK GRANT
ASEA CHAIR	MARTIN POSNER
NTAC CHAIR	MATTHEW DICKINSON
MIDLAND CHAIR	JAMES OLIVER
NATIONAL ACTIVITIES OFFICER	ADRIAN BARNARD
JOAN CLIFFORD	NEC ADMINISTRATOR
SOUTHERN AREA REPRESENTATIVE	NICK GRANT
BEN ALLEN	OBSERVER - SOUTHERN
ANDY RUTTER	OBSERVER – NTAC

1. **Open Meeting**

Start Time of Meeting 10.43 am

Erica mentioned, could everybody put their mobiles on silent please.

3. **Apologies of Absence**

Gerry Edwards/Jeff Rea/Francis Wallington/Nicky and Steve Rolfe

3.1 Voting Strength of Meeting = 4 (Nick Grant on behalf of Southern Area)

4. **Minutes of Last Meeting**

4.1 **Points of Accuracy**

Ben Allen was present at the NEC Meeting in May.

Erica mentioned “don’t depend on the Dictaphone too much”

James Oliver also mentioned “there was a discussion about Life HLM’s. who they were, so can work out Area Levies as Honorary LM’s don’t count towards the Area Levy.

Joan Clifford arrived (due to buses)

4.2 Acceptance of Minutes of Last NEC Meeting

Propose Martin Posner – ASEA
Second Matthew Dickinson – NTAC

Carried – Unanimous

4.3 Review of Action List

1. Areas and Groups to send to National Finance Officer all copies of completed Risk Assessments. One Risk Assessment form from Francis (as normal) Ongoing.
2. Areas to put NC or a National Officer on the signatory of Area Bank Accounts. Note to Matt D to add Gerry Edwards to NTAC account. If Adrian Barnard is on it maybe don’t need to have Gerry. Ongoing.
3. HGS to maintain National Trophies Register (with help from National Finance Officer as necessary). Ongoing.
4. NFO to maintain a list of people banned from PLUS, Areas to provide details. Ongoing.
5. HGS to send reminders of next meeting within a month of the next meeting and a week before. Ongoing.
6. Area Chairs to make sure Area/Group Websites are up to date. Ongoing
7. Areas to forward National Activities Officer their Area Diary to compile National Diary (to abarnard@jet.uk) Adrian has not received anything. Ongoing. Matt D to remind Rhianna.
8. NR/SR to inform National/Areas when online communicating tool training is well in advance so other areas can be involved. Dropped as non viable???

9. HGS to amend constitution to reflect 2014 and 2015 NAGM changes and decisions made. To add 2016 via 2017 NAGM. Ongoing
10. AB – Cornwall morphed with the Spring Holiday. AB/NG “We need a new account.”
11. NG “not a signatory on the Bank.Account”. NG “close the National Tiers Bank account and start again”
12. JO has details of 2 groups. Coventry is closing and Lichfield will be updated soon. Needs doing by November.
13. All Areas to notify the NFO of their Bank Details by November.

Unfortunately did not have copy of Action List to continue, so will copy from Ian's notes..

14. Dropped
15. Done and Ongoing
16. Matt took this off Joanie – Ongoing – Distribution List
17. Along with no 8 – Dropped?
18. This would be a group format but for individuals, Who would be the best person to invite on this? Adrian explained how he did for Food Hygiene Course.

Ian suggested ideas for Sunday of NAGM?

Nick – if we ??? the course will bankrupt ourselves! Will discuss later.

19. James emailed Guide to Plus shortly after May – Ongoing.
20. James to ask Midland Area if they would own the SADY account and buy out National for £232.
- ..21. HGS to word the motion for a Constitution – Area Levies = 25% of membership fee per member.
22. Nick to contact Steve Rolfe and John Smith in regards to invoices received from Web Host Company.

Matters arising – Matt asked “We are still mandated to grant Adam Redshaw a grant. But he’s too busy. Take it off for now.

5. Officers Report

Midland – James mentions that Coventry is closing. Ben asked “why”. James replies “the members are too busy to redevelop the group”. Matt asks about the website. James replies “it’s live, we agreed to produce an app for it??. Ben asks “is Mark Hewson’s site up to date?? James replies “Yes”

NTAC – Adrian asks “is the bowling going ahead??” Matt replies “depends on numbers. But it was postponed. Joan replies “did not have an email”. Matt replies “will check his distribution list”.

ASEA – Ben asks “about Kings Lynn. Martin replies “we will refund them the money.

Southern – Matt asks “Oxford has now only 1 member. Adrian replies “Oxford has several but they are not being chased up.

Joanie thanked Ian for writing the notes and said that she would buy him a bottle of wine. NB. **It’s Joanie’s Birthday today and Ian should buy Joanie a drink ☺**

Adrian and Nick agreed that Adrian would take over the National Badminton.

Discussion about storing files on the website. (Area reports etc for the NEC meetings).

Propose: NTAC
Second ASEA

Reports accepted – Unanimous

6. Finances

6.1 Report – written from Nick

Nick knows Nicky has had problems with the Bank Account. Nick will send invoices once everybody has “got up to date”.

James asks “where the Midland Area Levies are. Nick apologised and said report does not mean since start of January, it should say “since the last NEC meeting”.

6.2 Outstanding Debts to Areas – Done

- 6.3 Nick is not happy with the Insurance Policy and is looking at investigating other options. Adrian asks “has 2 large events coming up ie Spring Holiday – made a couple of hundred and NAGM - +/- £200 we pay ourselves??

Next weekend Adrian and Ben are going to Holiday Park to pay deposits. Will need to have it back shortly.

Nick mentions the £232 SADY Loan – wants to take it back because not sure what this is. James replies “it’s National Bank Account???? Midland Area will step in.

Propose NTAC
Second Midland

Carried 3 – Unanimously. Nick could’nt vote.

7. Publicity

Adrian – Activities is what people join for and they enjoy it.

8. National Meeting

Last weekend in February.

Members need to be invited.

Adrian staying at Hotel tonight to sort out NAGM stuff.

Bookings will cut off 1 month before so hotel can release rooms.

9. Activities

- 9.1 National Badminton – Suggest dates. October?? A Sunday. Try for 15 October 17 in Didcot.

9.2.1 Think this is regarding Spring Bank Holiday 2017. It happened! People liked it but scattered. Half price. All ok £2,660. 2018 price (budget). Adrian to deposit it.

9.2.2 Walking Weekend – James mentioned “good walks”. Six turned up. Very nice venue. Attendance could have been better. It lost money. Yet to receive the invoice

Erica mentioned “should have been £300 but Francis thinks we have lost £1500!!.

Budgeted for 11 people. Lost some individuals due to personal reasons.

The date had moved.

Nick asked “why does this need to be a National Weekend”??

James replied “ because it’s a National Event”? Midland does not want to buy National out for £232.00

Ben asked “how is this different from WASH”?

James replied “ It’s a group event, run on a National Scale”

Nick and James debated the status of the holiday event, whether it compared to SADY and which account should own it.

Erica replied “should track the listing of the account to see where the perception of the ownership changed.”

Adrian mentioned “we deregistered this in 2008, should have been 2006. SADY stayed with Midland, there were several small losses and profits. Devalued over time. Not fair to consider that Midland are stuck with a loan of £780.

The figure of today £232 is in line with expectations.

The signatories are John Smith/Francis Wallington.

Francis W/John Smith – one current/one reserve.

So decide what to do with that account at the November NEC meeting (after the next Midland Area Meeting).

James mentions “Francis want to run it in 2018 but needs to lower his prices.

Erica replies “we need to see the figures first **unless** it gets owned by Midland.

9.2.3 This happened.

9.3.1. WASH. Nearly sold out.

9.3.2 Covered. Adrian asked if Midland could be earlier and more organised about booking for the NAGM.

Ian asked “the NEC need to ensure the right membership pricing policy (Area Levies) is put in at the NAGM, by the NEC as a motion, not wait for late individual motions.

Adrian replied “ this ought to be made a Constitutional Motion”

James mentioned “but this is really for the benefit of one Area.

9.3.3 Done. Adrian may need £750 deposit from Nick for the Spring Holiday.

9..3.4 First Aid Course.

Course will last for 2 years.

Not needed for walking weekend. – “responsible person needed”.

James “mentioned Dispute it – needed First Aider because of poor signal area. Also Southern Area (can get courses for £90)

Nick mentions “How Events will be run”

To groups

Start a New Bank Account

- With NAGM/Spring Holiday, easy to muddle up monies between accounts. But it is up to the group whether to persevere or do it this way.

If an Area tendered for NAGM, we give them a ‘bond’ – it would protect Area from future losses down the line. They then own it with their own bank account. But any profits, the Area would keep. National would act as a guarantor.

Ian asked “could a new set of people not honour the bond?”

Nick replied “this would be a year on year agreement. An event might be £200 over 1 year but not thousands. The bond could also be used to back individuals and their accounts. But one bond would only be applicable for one event.

James asked “could any non-members be invited”?

Nick replied “That’s detail”

Adrian mentions “we would need certain conditions put in eg Insurance. Nick will clear up grey areas such as “who is liable” For next meeting.

The bond idea had general NEC approval but more detail was needed.

Nick would in theory happily “guarantee” Adrian’s Spring Holiday” (as a working example”.

10. Any Other Business

Ian mentioned “Can we buy a Dictaphone please?? We don’t know where the last one is???”

Erica to get – price up to £150.

James proposes spend up to £150 on Dictaphone.

Carried – Unanimously

Ben Allen stood as Publicity Officer.

Proposed NTAC

Seconded ASEA

Carried unanimously

11. Next Meeting – 18 November 17. Time 10.30

12. Meeting closed at 2.28 pm.