



NATIONAL COMMITTEE MEETING

THURSDAY 25 FEBRUARY 2010

TELENT HQ, POINT 3, HAYWOOD ROAD, WARWICK CV34 5AH

1100 – 1500HRS

PRESENT:

NAME	REPRESENTING
Zahoor Ahmad	Chair
Nina Kang	General Sec
Jas Johal	Derbyshire FRS
Dharminder Thiara	Telent - Associate Member
Billy Gill	AFSA
Balbir Singh	Vice- Treasurer
Julie Sandbrook	Sponsorship
Nasar Hussain	Yorkshire and Humberside
Carlton Kerr	FAU
Shanti Waas	South East England
Donald Patterson	Warwickshire FRS
Jagtar Singh	AFSA
Jagit Hayer	East Midlands
Andy Meakin	Derbyshire FRS Photographer
Diane Dunleavy	Charities
Sobia Yacoob	Staffordshire FRS
Ajmal Khan	East of England
Sultana Kimti	North East England
Wayne McCollin	Minutes



No	Agenda Item	Notes	Action
1	<p>Apologies</p> <p>Welcome</p>	<p>Iain Stewart, Harvinder Gill, Marinder Kaur, Anjum Riaz, Nila Rehman, Abi H Hirji, Tejinder Ajimal, Jaz Sokhal, Shilla Patel, Manjit Singh, Parvinder Singh, Shazeb Chouhry, Sue Jones, Sagal Jamal, Akwala Deol, Rikki Moody, Geta Banerji, Kam Basi, Prieth Shergill</p>	
2	<p>Minutes of last meeting</p>	<p>Correction – Dharminder elected as Associate member Jagtar to confirm Rikki Moody’s willingness to retain his role West Midlands Region may need support</p>	<p>Jagtar</p>
3	<p>Matters Arising Role</p>	<p>East Midlands – Co Chairs Jag and Marinder (Notts) Feedback by end of March Regional Chair role co-ordination</p>	<p>All Ajimal and Shanti</p>
4	<p>AFSA National Conference</p> <p> a. Reports</p> <p> b. Charity funding</p>	<p>Main Report; Still a number of grammatical issues. The content is there. Structure required. Group to channel thoughts thru Diane to capture changes. (Ajmal, Sobia, Andy, Jagit, Julie)</p> <p>Report in Pictures. Executive summary too long. Some captions need anomomising. Group to channel thoughts thru Carlton(Nasar, Carlton, Sultana, Shanti)</p> <p>CLG would appreciate Draft Report ASAP – Suggest forwarding article version</p>	<p>Diane Jagtar Zahoor Wayne</p>



		£250 to Asian Day Centre £700 to go MacMillan Waterwells £500	
5	Look forward 2010 conference Lancashire -	Hotel venue in Blackburn Proposed date first week in November 2010 Jagtar and Zahoor met with CFO Holland Liaison Officer nominated	
6	Learning from Conference	Clarity of roles to avoid overlap of actions; Awareness of timescales; Lack of response by CFOs – Did everything that had been agreed to get buy-in from CFOA. Maybe better look at services that do/don't support attendance of delegates; WMFS as hosts didn't deliver to same degree as LFB; Never book hotels for delegates; Ensure CFO buys into venue; Very good 'front of house' service and admin; Liaise more with co-organisers; Over catered for the dinner; Valuable workshops, Celebration was GREAT, learn from the planning NOISE and be more focused; Host service needs to step up to the plate; Celebrating Diversity can stand alone as an event/tool; Closer association with a viable community group and media; Artist was very innovative; Potential one day event for the NE; Hold a specific planning event ; AFSA got Talent; Poor venue – cold, bar issues	
7	National website	Regional Pages, charity work; More ideas please. Corporate Members and Sponsors, Link to CLG Ordinary People Extra-ordinary Career, Tim Hoy- photographer. Please ordered pics as contribution will go to charity Andy volunteered at Development Day in Derby - vote of thanks Andy nominated as Web Developer – Accepted	Zahoor (letter to CFO)
8	Membership Secretary Update	Need to get database up to date – Regional and Service Reps need to liaise with Iain	Iain to update and prepare present
9	Vice Treasurer's Report	Durham and Darlington invoice to be cancelled	Jagtar to speak with CFO Susan Johnson



		<p>Bank account up and running – Balance £14, 130 at 20/02/10 Payments agreed to Billy and Jagtar leaving Balance £4831 at 25/02/10 Some further reconciliation required and potentially owe London AFSA £300 Anticipated balance will be £4500 which is healthy. Suggestion that £25, 000 would be a realistic balance for type of organisation. Thanks to Balbir</p>	
10	<p>Regional and Service Reps' reports and feedback from Regional meeting</p>	<p>West Midlands yet to have a meeting. Needs addressing. East of England very successful meeting – All FRSs signed up East Midlands will have joint Chairs Scotland - Lud Ramsey to take on Rep role</p>	Jagtar
11	<p>Any other Business</p> <p>a. 'Cost of Conflict' Seminar – Jagtar/Shanti</p> <p>b. Out of pocket expenses – Jagtar</p> <p>c. Paid Administrator post – Zahoor</p> <p>d. DLGA Conference 8th 9th March, Manchester – Carlton</p> <p>e. Hampshire 'Alert' 11th May</p>	<p>a. A free event in London 4th March. Anyone interested in attending contact Jagtar asap</p> <p>b. FRSs have been supportive of members. Propose that expenses are considered and paid where attendance is essential and not supported by FRS. Where problems arise seek advice from Zahoor/Jagtar</p> <p>c. Not easy to quantify but agreed that a lot of background work does go. Would prefer not to employ someone but allow individual to claim for time taken on specific tasks. NWFS have several paid posts. Brief discussion but needs further thought.</p> <p>d. AFSA should be represented but too short notice. Make sure we are there next year</p> <p>e. Attendance would demonstrate support for the service and region.</p>	<p>All</p> <p>Exec</p> <p>All</p> <p>e. All</p>

<p>– Shanti</p> <p>f. AFSA invite to Rep Body Meetings – Shanti</p> <p>g. Auditor – Balbir</p> <p>h. External Funding Submission – Jagtar</p> <p>i. Local events – Jagtar</p> <p>j. West Yorks. Position – Nasar</p> <p>k. Marketing – Julie</p> <p>l. Case Studies on Asian Women in Workplace – Jagit</p> <p>m. International Conference Invitation – Sultana</p> <p>n. Minutes – Zahoor</p>	<p>Anyone able and interested in attending contact Shanti</p> <p>f. Hampshire have recognised AFSA as a consultative group</p> <p>g. Offer from Warwickshire to act as Auditor for 2010. External Auditor after that</p> <p>h. Application for funding for academic research was unsuccessful based on timing</p> <p>i. There should be continuity of message, aims and objectives and approaches between locally arranged events and those organised nationally</p> <p>j. West Yorkshire statement on funding and support for support groups – No Corporate membership individual members will still have access to support and resources but no AFSA support for service driven initiatives</p> <p>k. Several events offer free stands. Should AFSA attend? Will Business cards be produced? Will a Newsletter be developed? A very useful medium. Need to consider getting consents for use of photographs</p> <p>l. To be circulated by e-mail</p> <p>m. Sultana has been selected to represent NWFS at international conference in Barcelona. Will present on Positive Action project</p> <p>n. Regional and Service Meeting Minutes to be forwarded for publishing on Website</p>	<p>i. Reps</p>
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11	NEXT MEETING:	21 st May Lancashire Exec 1030 -1200 Full Meeting to follow 15 th – 16 th July AGM and Development Day (T&W) 17 th September Executive Meeting	