

SANAC COMMITTEE MEETING – MINUTES

DATE: 31 MAY 2026

LOCATION: THE YEWS, HAYWARDS HEATH

TIME: 10:30AM

1 OPENING

Meeting opened with a moment of silence.

NA Traditions and 'What is the NA Programme' readings were delivered.

2 ATTENDEES

Adam - Chair of Tech

Ruth - Vice Chair of Tech

Theresa - Chair of Wellbeing

Steve - Chair of SANAC

Kat - Kitchen Coordinator

Peter - Chair of Graphics and Minutes Secretary

Rich - Guest (voted in as Chair of Registration & Stewarding)

Ben - Treasurer and Vice Chair of SANAC

Kerry - Guest (voted in as Vice Chair of Registration & Stewarding)

Apologies from Tristan - Catering

3 PREVIOUS MINUTES

Previous minutes acknowledged.

4 PROGRAMME SCHEDULE

A proposal was put forward that the schedule remain unchanged as:

- 11:00–12:30: Two shares
- 12:30–14:00: Lunch
- 14:00–15:30: Two shares
- 16:00–17:00: Final share
- 17:00–18:30: BBQ
- 18:30–19:30: Countdown and raffle

The vote passed.

5 TREASURY REPORT

Current balance: -£216.38.

Tickets sold online to the value of £100

Funding request revised from £2,000 to approx. £1,250.

Expenses were discussed and it was agreed that they must be submitted within eight weeks of being incurred.

6 REGISTRATION & STEWARDING

Rich put forward a motion that Registration & Stewarding be combined. The motion was carried. Rich put himself forward as Chair of Registration & Stewarding, Kerry put herself forward as Vice Chair of Registration & Stewarding. Both were voted in.

7 VOLUNTEER ROLES

Key areas: Registration, Kitchen, Raffle, BBQ, Quiz, Stewarding.

Approx. 20 stewards required for rotation. Ben has sufficient hi-viz vests for all the stewards.

Rich offered two pop-up gazebos for outdoor use.

9 RAFFLE

Several high-value prizes secured. Members encouraged to secure additional prizes.

Kat put forward the idea of offering 'time' as a prize i.e. two hours gardening

Peter requested that he be made aware of any non-physical prizes so that cards can be printed with prize details.

10 CATERING

Food for children was discussed and Tristan to be contacted for further information.

Indicative pricing of lunches: Adults £4.50, Children ~£1.

Indicative pricing of coffees: £2-£2.50.

11 WELLBEING & ACTIVITIES

Meditation session(s) planned, facilitator(s) required.

Reiki sessions proposed, facilitator(s) required.

Gong Bath timing and location to be confirmed.

12 ENTERTAINMENT

DJ and karaoke-style interactive entertainment discussed.

13 MERCHANDISE

150 Lanyards contributed by Ben.

Peter to provide print costings for lanyard cards, programmes and posters by next meeting.

14 FUTURE MEETINGS

- Sunday 14 June at 10:30m at The Yews
- Sunday 5 July at 10:30m at The Yews
- Sunday 19 July at 10:30m at The Yews
- Sunday 26 July at 10:30m at The Yews
- Sunday 2 August at 10:30m at The Yews
- Sunday 9 August at 10:30m at The Yews

All meetings will be hybrid.

15 ACTIONS

- Finalise funding request for ASC on Wednesday 17th June
- Full programme for Main Room required
- Full programme for Healing Rooms required and facilitators to be confirmed
- Volunteers to be recruited and passed to relevant Committee Members
- Source raffle prizes
- Cost of Printed Materials to be confirmed
- New flyers to be distributed at ASC on Wednesday 17th June and around meetings

16 CLOSING

Kerry led the group in the Serenity Prayer