

Sussex Area Service Committee Meeting Minutes

Note: Please accept my apologies for the delay on sending Mins out and any missed/incorrect information. We had an issue with Zoom this month when I was taking Minutes. Any amendments, please let me know and I'll rectify.

Meeting minutes taken by: Hannah (Minutes Secretary - Sussex ASC)

Our website: <https://sussexna.org/>

Date of meeting: Wednesday 17th September 2025

Meeting began at: 19:00

Meeting chaired by: Natalie (Chair - Sussex ASC)

- Chair welcomed all attendees
- Chair apologised for Agenda being sent out late
- Louise read today's SPAD
- Chair asked attendees to introduce themselves

Attendees present: 43

Area Service Committee (ASC) members present: 9

Group Service Representatives (GSRs) present: 23

Sub-Committee Chairs present: 2

Apologies:

1. Phil (GSR - Worthing Tuesday)

Attendees:

1. Natalie (Chair - Sussex ASC)
2. Rob (Tech - Sussex ASC)
3. Wayne (Representing Hanover Saturday & here to be ratified as Chair of F&E)
4. Hannah (Minutes Sec - Sussex ASC)
5. Ian (GSR - Crawley Friday)
6. Lee (Here to be ratified for F&E Treasurer)
7. Nikki (GSR - Portslade Thursday)
8. Louise (GSR - Horsham Thursday)
9. Leighanne (GSR - Brighthelm Wednesday)
10. Chloe (New GSR - Haywards Heath Wednesday)
11. Dan (New GSR - Crawley Monday)
12. Jon/Bomber (GSR - Brighton Monday)
13. Rob (GSR - 7pm Worthing)
14. Loz (GSR - Brighton Tuesday)
15. Harrison (Visiting)
16. Dave (Visiting)
17. Jim (Treasurer - Sussex ASC)
18. Leigh (GSR - 6:30pm Friday)
19. Mark (GSR - Lewes Saturday)
20. Andy (GSR - 11am Sussex)
21. Andy (GSR - 10am Saturday Brighton)
22. Jill (LSC - Chair)
23. Carolanne (GSR - Monday Chichester)
24. Darcy (Visiting)
25. Teresa (GSR - 7pm Tuesday)
26. Adam (Visiting)
27. Steve L (LSC)
28. Dean
29. Judy O (SAOC)
30. Rachel (RCM - Sussex ASC)
31. Hayley (GSR - Shoreham Sunday)
32. Angela (GSR - Crawley Tuesday)
33. Ash (Vice Chair - Sussex ASC)
34. Lauren (Vice RCM - Sussex ASC)
35. Peter (GSR - Worthing Monday)
36. Elijah (Requesting funds for Brighton Young Person's which has folded)
37. Khalid (GSR - Sunday Hove)
38. Peter (GSR - Hastings Monday)
39. Michelle (GSR - Haywards Heath Saturday)
40. Phil (Vice Literature - Sussex ASC)
41. Sarah (Literature - Sussex ASC)

42. Scott (GSR - Bognor Friday)
43. Darrell (GSR - Tuesday Neurodivergent)

- Chair asked for last month's ASC Minutes to be ratified
- Last month's ASC Minutes were ratified
- Lauren mentioned she'd taken on Vice RCM so is handing Tea Person in
- We thanked Lauren for her service

Positions vacant at Sussex ASC: Vice Treasurer (3yrs CT) & Vice Minutes Sec (18months CT), Tea Person

Other ratifications:

- Lee came to be ratified as Treasurer - F&E and was voted in
- Wayne came to be ratified as Chair - F&E and was voted in
- Jill came to be ratified as Chair - LSC and was voted in

Treasurer's Opening Balance: £3500

Reported by: Jim (*Treasurer for Sussex ASC*)

Group Service Representative (GSR) Reports:

Worthing Monday New Beginnings - Peter

Group is fully self-supporting

Busy with a strong base and many newcomers

Full committee

Contribution of £45 sent to ASC account

Literature order of £48.20 sent to ASC account

Worthing Wednesday Everything Recovery - Peter

Group is just about self-supporting

Small meeting with passionate base

Vacant service positions for Female Greeter and GSR

No contribution

Literature order of £26.20 sent to ASC account

Bognor Sunday women's meeting - Michelle

We have recently changed venue.

New address: The Beehive, 31 William street, Bognor

Same time 11 to 12

I have updated the relevant sites

We are self supporting and have made a contribution this month of £10

We have a mixture of clean time attendees

We do have service positions on offer

Literature & teas and coffees

Hayley - Shoreham women's meeting Sunday at 4 pm

We are well attended

We are fully self supporting and our members are asked to make their trad 7 contributions directly to the Sussex area bank account

We have service positions available for

What's app group coordinator

New comer Rep

Sat 6pm Haywards Heath - Michelle

£50 contribution

Fully self supporting

Full service committee

Average 20-25 attendance

Good mixture clean time

Candlelight meeting

Rotating format

Crawley Tuesday - Angela

Contribution: £29.40

Literature: £62.55

Running well, full committee

Crawley Monday - Dan

Contribution: £308

Literature: £11.40

Crawley Friday - Ian

Contribution: £80

Literature: £24.20

Full committee, Fully self supporting, regular attendance and newcomers keep coming back.

Haywards Heath - Wednesday - Chloe

Contribution £25.84

Literature £27.40

Full committee and meeting going well.

Crawley Tuesday - Angela

Contribution: £29.40

Literature: £62.55

Running well, full committee

Hastings Monday 7pm - Peter

Well attended with good mix of male and female, newcomers and old timers, with full committee and fully self supporting. No contribution to Area this month.

Saturday Brightn Shiny - Andy

Meeting fully self supporting

A steady number of members, a mix of newcomers and returning attendees, with a wide range of clean time, from newly clean to over 40 years.

A full company of committee members

Yesterday we made a purchase of literature for the sum of £35

Plus an earlier order in late August of £45

Plus a contribution which was made by online banking of £135 - which was confirmed last night it was received.

Thursday Horsham - Louise

Full service committee, fully self supporting, small literature (£13.50), no contribution

Haywards Heath Saturday - Michelle

FSC, FSS, literature £47.60, £50 contribution

Monday Chichester 6.30pm - Carole Ann

Self supporting

Full Service committee

Well attended

Members with various clean times & newcomers, male & female

No contribution, small literature order

Plans for a Unity Day next year in conjunction with Thursday Chichester 7.30pm.

Wednesday 7pm Lewes - Mark

We made a £100 contribution. The meeting is thriving. We have free parking. We have a full committee. We have an NA member share a clear message every week. We bought £40 worth of literature.

Portslade 5:30 - Nicky

Meeting is busy, quite a few new comers and old timers

Fully self supporting.

We make the rent

We purchased 14 white keyrings

We made a contribution of £115 and something pence.

We need a male and female greeter.

Tuesday LGBTQ - Rob

Contribution £40.00

Well attended meeting with a mix of clean time, fully self supporting. We need a GSR.

Chichester Thursday 7.30pm - Gemma

£20 donation

No literature

Joining with the Monday night Chichester meeting to hold a Unity Day next year

Monday Brighton 7:30pm - John

Fully self supporting mixture of male and female's with clean time newcomers also attend.

Full committee, £27 on literature £10 contribution.

- Chair reminded GSR's about having GSR workshop next ASC
- Chair reminded any meeting updates to be sent to Webservant as new "Where to find" leaflet is being updated
- Chair reminded everyone that each month we switch who goes first (GSR reports and Sub-Committee Reports), so it's important everyone stays after the break

Sub-Committee Reports:

Fundraising & Entertainment (F&E)

Reported by: Wayne (*Chair for Sussex F&E*)

- Donna completed year as Chair
- Lee was voted in as Treasurer
- Wayne was voted in as Chair
- 1st November - F&E event
- Wayne told us about what F&E do
- Closing balance: £300
- Positions vacant: Minutes Secretary, Vice Chair & Vice Treasurer
- Chair asked if any questions for F&E
- Chloe asked if you could be GSR & on F&E committee.
- Natalie confirmed you can.
- Full report below

Next meeting Saturday October 11th at 5pm Hanover Centre, Brighton.

Local Services Committee (LSC)

Reported by: Jill (*Chair for Sussex LSC*)

- Rob shared report on screen for all attendees to view
- Steve finished his year's service
- Treasurer's Opening Balance: £500
- Request for funds from ASC: £137.39
- Current commitments all going well
- 3 people going to Shorehouse to give presentation
- Mark is now Literature Sec
- Poster distribution is Lucy - OCT/NOV/DEC going to get Sussex covered - Need NA members to help with distribution. CT requirement is 6 months
- Weekly visits to hospital will resume in September
- Treasurer's Closing Balance: £254.51
- Steve told us about prison vetting checking full background and it takes 7-8 months.
- Full report below

Next LSC committee meeting Tuesday 14th October

Zoom Id - 832 7042 4390 password – 096 544

Hove Park School, Nevill Campus, Nevill Road, Hove BN3 7BN

Regional Committee Member (RCM)

Reported by: Rachel (*Vice RCM for Sussex ASC*)

Rachel (RCM for Sussex ASC) went to Region in Preston on 12th-13th 2025 (15 RCM's present)

- Lauren read through full report (below)

Next meeting 8-9th November in Essex (Report says "October 28th, conference room A")

Sussex Area NA Convention Committee (SANAC)

Reported by: Dean (*Chair for SANAC*)

- Convention was 2 weeks ago
- They'll be giving a full report at October ASC (attendance, funds, sub-committee reports etc.)
- No questions from GSR's

Sussex Area Online Committee (SAOC)

Reported by: Judy

- Judy read full report (below)

Next meeting Tuesday 7th October 2025 at 6pm

The link is: <https://us02web.zoom.us/j/88067850159?pwd=UFNhaTlzdTl6aXh3SXhVc3d3aVFoZz09>

Sussex NA Campout 2026 Committee

Reported by: No representative

- Positions vacant: Kids' Corner, Bonfire/wood warden, Vice Chair, Vice Treasurer, Vice Minutes Secretary, Vice Catering, Vice Tea, Vice Tuck Shop, Vice merchandise, Vice programming
- Request for funds not clear about why £258 was needed for fundraiser so request was not accepted
- Event Saturday 4th October will be cancelled
- Full report below

Next meeting 11th October 2pm-3pm In person: Adelaide room at St Georges Church, St George's Road, Brighton, BN2 1ED and Online: <https://us06web.zoom.us/j/91926610872?pwd=OTJTbFlcktta0dPVnlaVWp3TnRkQT09#success>

Literature Sales: £550 cash & various online

Reported by: Sarah

Request for funds:

- Campout = £280 venue hire - **not carried**
- £47.48 for Young Persons meeting outstanding rent - **carried**

Any other business:

- Worthing hospital poster to be taken to next LSC
- Ran out of time for anything else

Business for next meeting:

- Ran out of time for this

Treasurer's Closing Balance: £3833.11 (Our prudent reserve is £3500)

Reported by: Jim (*Treasurer for Sussex ASC*)

Sussex Area Bank Account details:

Bank: Lloyds Bank

Account Name: Sussex NA

Account Number: 00958845

Sort Code: 30-98-74

Reference: Meeting location/time/day (*so we can identify payments*)

Payments cut off is 8:30pm on the day of Area.

- Chair thanked all attendees for their attendance
- All attendees said the Serenity Prayer to end the meeting

Next ASC meeting (3rd Wednesday of each month): 7pm (*Doors open at 6:30pm*) on Wednesday 15th October 2025 at Hove Park School, Nevill Campus, Nevill Road, Hove BN3 7BN or Online <https://service.ukna.org/committee/area-sussex-asc/link>

Meeting closed: 21:00

Full Sub-Committee Reports

LSC

LSC committee meeting Tuesday 9th September at 6pm

Zoom Id - 832 7042 4390 password – 096 544

Hove Park School, Nevill Campus, Nevill Road, Hove BN3 7BN

Agenda/running order

Vice Chairperson: Welcome everyone, Moment of Silence, 12 Concepts. Followed by the 12 traditions.

In attendance:

Visitors:

Round the Room Introductions

Apologies received: Aaron

Approval of last Month's Minutes.

Positions Vacant:

LSC Presentations Co-ordinator 3 years ct: LSC Vice Presentations Co-ordinator 2 years ct:

Vice Chairperson 4 years clean ct

LSC literature Secretary 2years ct (urgent need) LSC Vice Literature Secretary – 1 years ct: (commitments require access to transport and space for storage)
LSC Minutes secretary (from October) LSC Vice Minutes Secretary--1 years ct
LSC Vice Treasurer -- 3 years clean time
Zoom Tech Support –ideally 2 years clean time (urgent need)
Panel Leaders x 2 HMP Lewes - 4 years clean time Panel Leaders x 2 HMP Ford 4 years clean time
Co-Panel Leader Lighthouse – 2 years clean time

Treasurers opening Balance £500.00

Our current commitments:

Bowerman House: Sally-Ann reported: We had a fantastic meeting last night, we had 7 clients , so in all 9 people. They were so thrilled to have us back with a lovely welcome. All participated in the meeting and they said they got a lot from it, so a really successful evening, much enjoyed by all.

Recovery Project: Tyler: Steve L: Kat M: Kat reported: Project H&I meeting going well. Excellent attendance tonight and some great sharing back from residents. We need some white, yellow and blue keyrings please.

Lighthouse Worthing: Brian B/Aaron: Brianb reported: Sadly I had to cancel visit due to my having ended up in A&E with a fractured humouros and concussion. Previous visits to the Lighthouse were well attended by 10-13 clients, all who contributed something and constructive questions were asked.

Aaron reported: Well attended, 10-13 clients. NA members working an NA programme come in to share experience, strength and hope. Good feedback from clients and also staff are very welcoming. A good message of NA is being carried in the meeting. Also it was nice to see a group of clients who had just left treatment attend the Sussex NA Convention.

Literature:

Louise has ordered more 'Am I an Addict?' leaflets and more keyrings. 2 x Basic Texts were given to one of the people who did Service at Pride. Keyrings have been sent to Recovery Project as requested by Kat.

Steve L has added Basic Texts are required for BHT, HMP Lewes and HMP Ford

We urgently need a new Literature Secretary and a new home for literature storage/transportation.

Poster distribution: Lucy reported: poster sprint being done over September/October and early November to get whole of Sussex covered. I've got lists of chemists, doctors, hostel/supported housing and needle exchanges to give out for each area to fellows interested. Can everyone announce in meetings and pass my number so I can make sure areas are all covered.

AOB

Brighton Pride: Discussion on our presence at Brighton Pride on 2nd August; postponed until October LSC because we need to find out more information.

Shore House: Kat, Rachel and Nicky to give a Presentation at Shore House on Thursday October 9th at 12.00 noon.

Royal Sussex County Hospital: John (Bomber) and Wayne to report on progress. We discussed going round the beds in the Gastric Diseases Department chatting to patients and giving NA literature. This was deemed not for the faint hearted.

Millview Hospital: Ian at Millview (our previous contact) is no longer at Millview. Kat to report on progress which is in hand

HMP Lewes: Steve L to report on progress of a meeting with Substance Misuse Service staff this month. It is thought we need 4 people to attend, who will enter the Prison on a Gate Pass.

HMP Ford: Steve L to update us.

YMCA Portslade: We need to do a risk assessment. Louise to report on progress.

LSC Hampshire: Representatives from Hampshire ASC, H&I and PI have been invited to join one of our meetings. This invitation was issued by Jill to their RCM.

LSC Guidelines: Steve L to report on progress from August ASC meeting.

LSC Chairperson: After 2 years (this time round) in this role, Steve L will hand over Chairperson position to Jill in October.

Meeting lists: The reprint was announced at August ASC meeting, for GSRs to tell us of any changes.

LSC website facilities: Please could we all use these tools.

Next LSC committee meeting Tuesday 14th October
Zoom Id - 832 7042 4390 password – 096 544
Hove Park School, Nevill Campus, Nevill Road, Hove BN3 7BN

SAOC

What we do: We are responsible for hosting the website and managing the Zoom accounts, alongside other social media and online listings.

Nearly 60 recovery meetings are hosted a month, consisting of 14 unique meetings per week, and various subcommittees. The Zoom accounts are also able for service days, events and planning meetings, please contact us to check availability.

Updates:

Website All meetings and Events are updated regularly. All tidying up of minutes etc in Members Area completed.

Stripe – SANAC provided an opportunity to test out Stripe. It appears to have worked well. The existing account is being closed but SAOC looks to open a new account which can be used for Trad 7.

Babs to investigate how we get stats of website hits.

Jez will review the guide for uploading shares from the convention.

Service Vacancies

Vice Chair – Judy O voted in

Vice Treasurer – vacant (3 years CT)

Webservant - social media – vacant

Secretary – outgoing (1 year CT)

Please contact us on webservant@sussexna.org

Treasury Report

Sept 2025 SAOC Treasury Report (for July & August)

Closing balance last meeting (July) 01/07/2025 347.53

Opening balance this month 220.32

No request for funds this month

Next meeting Tuesday 7th October 2025 at 6pm

The link is: <https://us02web.zoom.us/j/88067850159?pwd=UFNhaTlzdTI6aXh3SXhVc3d3aVFoZz09>

Campout

Sussex Campout Committee Meeting Minutes

Date of meeting: Saturday 13th September 2025

Meeting began at: 14:20

Meeting ended at: 15:00

Meeting chaired by: Donna D

Minutes taken by: Hannah

- Chair welcomed all attendees
- Service prayer and concepts were not read as we were all running late
- Chair asked attendees to introduce themselves

Attendees present: 4

In Person:

1. Donna D

Online:

2. Lauren

3. Hannah

4. Donna S

Apologies: 7

1. Jenna

2. Dani

3. Karl

4. Rachel

5. Mark
 6. Liv
 7. Dave
- Donna D seconded last month's minutes

Positions vacant:

- Kids' Corner
- Bonfire/Wood Warden
- Vice Chair
- Vice Treasurer
- Vice Minutes Secretary
- Vice Catering
- Vice Tea
- Vice Tuck Shop
- Vice Merchandise
- Vice Programming

Treasurer's Opening Balance: £18.05

Fundraising:

- Event on Saturday 4th October 2025 at 11am-4pm at Manor Gym is booked, however the date clashes with Bournemouth Convention where a lot of people from Brighton will be going as a fellow is doing the closing share
- We discussed a date change, however the flyer has been sent out and there isn't enough time to change now
- Lauren proposed we did an outdoor-only event and save money on hall hire
- We voted a meeting was needed with more committee members present ahead of the event. We will propose to the group on WhatsApp that this is held on Sunday 21st September at 16:30 - online only.
- QR codes were seconded by Hannah
- Donna D will print QR codes
- Dani agreed we could use her PayPal for this event
- Donna S proposed she would speak to F&E about Worthing's Halloween Event being in support of the Campout

Venue:

- Awaiting confirmation from Mark about Lancing venue
- Donna D reiterated how "Serenity By The Sea" would be a great name if we got this venue
- All attendees agreed

Request for funds:

- Lauren will request funds of £280 from ASC on 17th September 2025 as per "Request For Funds" sent by Dani. Any other business:

- Donna D has set up the email successfully
- Liv has completed the flyer for event on 4th October 2025

Treasurer's Closing Balance: £25.30 (Full report will be available in next month's Minutes)

For next meeting (including points carried forward):

- Has Liv revived the previous campout Facebook page?
- Has Rachel checked in with Laura if she still has the stuff we got for the previous campout?
- Have Liv and Dani looked into prices for a parachute for parachute games?
- We discussed the committee meeting day/time being inconvenient in the middle of a Saturday. We would like to discuss and vote on changing this at the next committee meeting.
- We also discussed becoming an online-only meeting and would like to vote on this at the next committee meeting.

Next meeting: Saturday 11th October at 14:00-15:00. In person venue to be confirmed (if needed). Zoom link:
[https://](https://us06web.zoom.us/j/91926610872?pwd=OTJTbFlkcktta0dPVnlaVWp3TnRkQT09#success)

us06web.zoom.us/j/91926610872?pwd=OTJTbFlkcktta0dPVnlaVWp3TnRkQT09#success

RCM

Preston RSC (summary for Sussex ASC)

SATURDAY 13TH AND 14TH SEPTEMBER 9-5

PRESTON MASONIC HALL

REPORT BY RACHEL H (SUSSEX RCM)

15 VOTING RCM'S PRESENT SO WE WERE KOURATE.

TREASURER OPENING BALANCE £30,102.22p

RCM REPORTS WERE THE 1ST PART OF BUISNESS THIS WEEKEND.

A few areas have held their annual conventions and are pleased with the success of these events.

N.E London:

On Saturday 20th sept Enfield will be holding their 1st, Unity Day.

Farsi Speaking Area:

Are currently carrying the message through an Instagram page.

Merseyside Area:

venue.

Are having their annual Liverpool convention 3-5th oct back at the Adelphi Hotel and are happy its back at this

Norfolk and Suffolk Area:

Hosting a Halloween party on 1st Nove in Norwich.

Also they have now created an LSC instead of H+I and PR.

Northwest England:

Have a new RCM in post now.

Are just about managing their ASC with just 3 members on the steering committee.

Scotland- Glasgow and west coast:

Are looking to introduce MAC's and are working with probation and CJIT's to get this in place.

West Yorkshire area:

Are holding an F+E Unity Day 25th Oct, Haunted and Healing. Yorkshire and Humberside area:

They are struggling to get service positions filled and are open to suggestions.

Are having a Unity Day 11th oct singing for serenity in Todmorden.

UKPI:

Members with 4 years plus are needed to do service around the UK in national events to professionals.

The Audio project to record the How it works and why, text had their last reader in the studio recording and the engineers are now working on the editing.

Please can we make sure contact details are up to date of subcommittees.

UK H and I:

Firstly, wants to apologies for the H and I meeting that never went ahead on zoom.

H and I Unity Day 7th Dec 12-6 The Arc, Manchester.

UKSO:

Sales are good

Office got flooded again but luckily nothing was damaged.

Their annual inventory should be completed by November Region.

UKCNA:

The proposal was taken to their ASC for the UK convention to be held in Birmingham again and was passed by the body.

The Convention theme for 2026 in 'The Heartbeat Of NA'.

It will be held at The Birmingham Hilton again and is 3rd-6th JULY 2026.

They are unable to hold a NYE's event this year.

UKFD:

Service available

Have held 3 Workshops at YAHAN Convention in Bradford.

UKNA COMMS:

Theres an important bit of service coming up which is for a new OPC (online platform coordinator).

Which is the role of a person to make sure the zoom meetings go ahead.

Are also looking for members to go on the 12-step list.

ADHOC Prayer and Meditation Committee:

They are still working on creating a new IP.

Hopefully a draft version will be available at the November region and then hopefully we can bring it back to our areas.

R.D Team:

South Florida have asked our region to Co-sponsor a motion to use AI to Translate our literature.

And another motion from Arizona to ask us to co-sponsor

ECCNA 2027 is still open to bids. (only until Feb).

Inventory Presentation:

We all took part in an inventory workshop.

1. Promoting Unity and Inclusion

2. Compliance with Regional Guidelines3. Fellowship Funds and Financial Transparency

4. Communication Effectiveness

5. Training and Onboarding (intigration)

Treasurer Report:

Closing balance
£32,061before FD and Admin
Next RSC is 8thand 9th Nove.
Essex, Southend on sea.
Park inn by Radisson Palace.
I am away for next Region but luckily, we have our new Vice RCM Lauren in place, and we'll arrange something, so no request for funds from me this month.
Thank you for allowing me to be of service.

F&E

Introductions
Attending:
Dave
Wayne Vice Chair
Ash Treasurer
Lee vice Treasurer
Darcy Tea
Stu
Leighanne

Concepts read out .by Wayne

Treasurer's opening balance £300

Business:
Halloween party what will be held on the first of 1st of November
Donna completed a year has chair Wayne got voted in has new chair Ash
completed a year has treasurer Lee got voted in has chair and Ash got voted
in has food person
Campout committee requested support in fundraising for the event on the 26th we don't have anyone on the committee
available for the event in October for the campout

Positions Vacant
Vice chair
Vice treasurer minutes Secretary

Closing balance today (13th September 2025) £300
**Next F&E Committee meeting Saturday 11th of October at 5pm Hanover
Centre, South over St, Brighton.**