

Sussex Area Service Committee Meeting Minutes

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

Date of meeting: Wednesday 19th November 2025

Meeting began at: 19:00

Meeting chaired by: Ash (Vice Chair - Sussex ASC)

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

- Ash welcomed all attendees
- Ria read The Twelve Concepts
- Chair asked attendees to introduce themselves

Attendees present: 41

Area Service Committee (ASC) members present: 7

Group Service Representatives (GSRs) present: 26

Sub-Committee Chairs present: 6

Apologies:

1. Michelle (GSR - Saturday Haywards Heath)
2. Michelle (GSR - Bognor Womens)
3. Phil (GSR - Shoreham)
4. Andy (GSR - Bright'n Shiny)
5. Natalie (Chair - Sussex ASC)

Attendees:

1. Ash (Vice Chair - Sussex ASC)
2. Rob (Tech - Sussex ASC)
3. Rob (GSR)
4. Wayne (Chair of F&E & Co-GSR Fri Hanover)
5. Hannah (Minutes Sec - Sussex ASC)
6. Ian (GSR - Crawley Friday)
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. Jim (Treasurer - Sussex ASC)
14. Steve L (Chair SANAC27 & Prison Coordinator Sussex LSC)
15. Rachel (RCM - Sussex ASC & Campout Chair)
16. Jill (LSC - Chair & GSR - Lewes Thursday)
17. Darcy (Tea Person - Sussex ASC)
18. Carole-Ann (GSR - Monday Chichester)
19. Teresa (GSR - 7pm Tuesday)
20. Ria (Co-GSR - Hanover Friday)
21. Aaron (Vice GSR - Bognor Friday)
22. Adam (GSR - Worthing Friday)
23. Katie (GSR - Monday Lewes & Sunday Early Risers)
24. Peter (GSR - Worthing Monday and covering Weds)
25. Dani (Treasuer - Campout Committee)
26. Lauren (Vice RCM - Sussex ASC)
27. Jenna (GSR - Friday Newhaven)
28. Angela (GSR - Crawley Tuesday)
29. Penny (GSR - Shoreham)
30. Jamie (Visiting)
31. Gemma - (GSR - Chichester & Bognor Women's)
32. Loz (GSR - Tuesday)
33. Phil (Vice Literature Sec - Sussex ASC)
34. Sarah (Literature Sec - Sussex ASC)
35. Hayley (Chair Chichester Unity Day in May - to be ratified)
36. Khalid (GSR - Sunday Hove)
37. Peter (GSR - Monday Living Clean)
38. Ricky (here to be ratified for Chichester Unity Day)
39. Adam (GSR - Tuesday Dorset Gardens)
40. Hayley (GSR - Shoreham Sunday)
41. Babs (Chair - SAOC)

- Ash asked for last month's ASC Minutes to be ratified.
- Last month's ASC Minutes were ratified by Ian.

Positions vacant at Sussex ASC: Vice Treasurer (3 years clean time), Vice Minutes Sec (18 months clean time) & Vice Chair from January 2026 (3 years clean time).

- No one came to be ratified for a position at Sussex ASC.
- Steve raised clean time for Treasurer role should be 5 years clean time and 4 years clean time for Vice Treasurer.
- Ash said we will check this when Guidelines are reviewed.
- Ash spoke to Hayley about not needing ratification Unity Day roles - work for Unity Days is completed within the meeting.

Treasurer's (Amended) Opening Balance: £7954.38

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

Note from Jim: £950.00 difference as Jim miscalculated due to missed payment in, and a statement issue. This has now been amended, but last month's closing will not match this month's opening balance because of this.

Sub-Committee Reports:

Fundraising & Entertainment (F&E)

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

- Committee did not meet this month
- Halloween party was poorly attended
- Opening Balance: £373.00 (£40.00 rent for fundraiser & contribution to ASC of £33.00)
- Doing agenda for Christmas Day and Boxing Day - F&E are taking food donations.
- They don't think NYE will be happening in Sussex
- They may be collaborating with Campout Committee on a Christmas event.
- F&E committee are looking at suggestions for a get together

Next meeting: Saturday 13th December at 5pm

In Person: Hanover Centre, Brighton

- Leighanne asked if it's not a bit tight time-wise for a NYE event if F&E aren't meeting until 2 weeks before
- Agreed by all
- Penny asked for more details about Christmas events for newcomers - 11am, 1pm & 3pm at Hanover Centre, Brighton - venue open all day 10:30am until 5pm (Christmas Day and Boxing Day)
- Katie asked if there is a Sussex NA event NYE
- Ash said F&E will talk about it at next meeting
- Penny suggested a Weds meeting opening early and closing late to cover NYE
- Steve suggested a Quiz Night

Sussex Area Online Committee (SAOC)

Reported by: Babs (*Chair - SAOC*)

- **Positions vacant:** Vice Treasurer (3 years CT), Webservant - social media (2 years CT), Secretary (1 year CT)
- All going well
- Asked for all groups to report the status of their meeting over Christmas and NY: <https://sussexna.org/meetings/>
- Balance: £286.74
- Full report sent 19th November to all GSR's ahead of ASC meeting

Next meeting: Saturday 2nd December at 9.30am

Online only: <https://us02web.zoom.us/j/88067850159?pwd=UFNhaTlzdTI6aXh3SXhVc3d3aVFoZz09>

Local Services Committee (LSC)

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

- **Positions vacant:** LSC Presentations Co-ordinator 3 years clean time, LSC Vice-Presentations Co-ordinator – 2 years clean time, LSC Vice-Chairperson – 3 years clean time, LSC Vice-Literature Secretary – 1 year clean time, LSC Minutes Secretary – 2 years clean time (urgent need), LSC Vice Minutes Secretary – 1 year clean time, LSC Vice-Treasurer – 3 years clean time, Panel Leaders x 2 Millview – 3 years clean time, Zoom Tech Support – 2 years clean time, Panel Leaders x 1 HMP Lewes – 4 years clean time, Panel Leaders x 2 HMP Ford – 4 years clean time
- Need people to take Millview commitment as no one is doing it currently
- Need poster distributors in Crawley - 6 months clean time and done in pairs.
- Steve noted Kamson's Pharmacy are obliged to take our posters
- Steve told us about HMP Lewes meeting day issue and HMP Ford (gate-pass only/4 year clean time) and getting to pre-release meets. He mentioned an issue with our posters being covered by other fellowships.
- Full report sent 19th November to all GSR's ahead of ASC meeting
- **Treasurer's Opening Balance:** £500
- **Treasurer's Closing Balance:** £188.31

- **Request for funds:** £311.69 (to Louise)

Next meeting: Tuesday 9th December at 6pm

In Person: Hove Park School, Nevill Campus, Nevill Road, Hove BN3 7BN

Online: Zoom ID: 832 7042 4390 & Password: 096 544

- Nikki stressed Millview (local mental health institute) is waiting and needs covering
- Gemma asked if LSC is online - yes it's hybrid
- Ian asked about Sussex's poster campaign success - Jill said rounds are done every 6 months and it's working well

Regional Committee Member (RCM)

Reported by: Rachel (Vice RCM for Sussex ASC)

- RCM & Vice RCM were away so couldn't attend Region
- Nominations happened - everyone on steering committee have to step down and change
- Winter Convention - EDM - 5-8th February Lithuania

Next meeting: 10-11th January in Solihull

Sussex NA Campout 2026 Committee

Reported by: Rachel (Vice RCM for Sussex ASC)

- 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
- Currently looking to put on fundraiser 20th December - looking for venue. Wayne is taking to F&E committee to potentially collaborate.
- Venues for campout next year being explored - Billingshurst & Lancing
- Full report sent 19th November to all GSR's ahead of ASC meeting

Next meeting: 29th November at 2pm-3pm

In person: St Georges Church, St George's Road, Brighton, BN2 1ED

Online: <https://us06web.zoom.us/j/91926610872?pwd=OTJTbFlkcktta0dPVnlaVWp3TnRkQT09#success>

- Adam suggested doing the fundraiser on 31st December to cover NYE
- Ash suggested meeting, quiz and safe space
- Gemma suggested Chichester's BONA (Bake Off NA) has raised over £400 by making 1 cake per meeting and selling it, and highly recommends it for other fundraising.

Sussex Area NA Convention Committee (SANAC)

Reported by: Steve (Chair for SANAC)

- Full report sent 19th November to all GSR's ahead of ASC meeting

Next meeting: Sunday 7th December 2025 - ONLINE ONLY (following meeting in January 2026 will be hybrid).

- Ash mentioned leftover funds of £284.83 should be sent back to ASC - he messaged outgoing Treasurer and will report back.
- Ash said a new WhatsApp group has been set up for SANAC separate from the last committee.
- Ash reminded SANAC committee of holding cheaper fundraisers like walks.
- Lauren confirmed to Steve that clean time for Treasurer role is 3 years clean time and 2 years clean time for Vice Treasurer on our guidelines.

Ash called a break called at 20:12

Meeting resumed at 20:23

Group Service Representative (GSR) Reports:

Monday Shoreham - Penny

- £20 contribution
- Group running well - old timers and newcomers
- Q1 - Group raised they'd like to know why they need a NA sponsor to do service ASC if they've had a sponsor in the past.
- Q2 - Sometimes they feel triangle is wrong way round (ASC direct to groups, instead of other way around)
- Q3 - None of groups on subcommittees so couldn't speak on Q3.

Monday Chichester 6:30 - Carol-Ann

- £0 contribution & small lit order
- Q1 - Group not felt ASC translated back to group. Group want to know how funds are redirected. Line item ledger suggested. Feel they'd benefit from ASC member coming to talk more about this.
- Q2 - Interested to see more PI in area. How could we help and get involved?
- Q3 - Don't know

- Ash said anything that needs answering directly, please email ASC directly.

Monday Hastings - Peter

- [Positions vacant: many coming up in January](#)
- Good mix of newcomers and old timers
- £50 contribution
- Q1 - Feel supported and grateful for ASC.
- Peter said if literature prices are increasing again, maybe UK should start printing our own literature.

Monday Worthing - Peter

- [Positions vacant: Treasurer](#)
- Fully self supporting
- No contribution
- £77.50 literature order
- Answer to Q's: Suggested literature library. Does seem to be lack of PI in Worthing.
- Peter mentioned fires in Portugal/wildfires caused paper rise

Monday Hove - No GSR

- Nikki said doing well

Monday - Basic Text - Bomber

- Mix of newcomers
- £59 contribution
- £70 literature

Monday Lewes - Katie

- Lots of newcomers
- Good mix of men and women
- £7 literature order
- £30 contribution
- Felt Q's hard for group level to answer. Suggested meeting for GSR's only ahead of next ASC inventory.

- Ash explained it's each GSR's responsibility to bring their questions to ASC.
- Ash stressed there is always time for GSR questions.
- Steve said LSC would love any feedback emailed to them & LSC need lists of libraries to fill with literature.

Monday Crawley - Dan

- [Positions vacant: Female Greeter](#)
- Steady attendance
- No contribution
- Felt Q's hard to answer. One response felt LSC travelled to other areas that was good and would like it to continue.

- Ash encouraged everyone to email responses to Q's in or bring them next week month and to focus on group reports due to time restraints.

Tuesday Crawley - Angela

- Steady flow of newcomers every week - attending first meeting
- [Positions vacant: Tea and Male Greeter - no clean time requirements](#)
- £54.90 literature
- No contribution
- Fully self-supporting

Tuesday Shoreham

- No report

Tuesday Dorset Gardens - Adam

- [Positions vacant: Male Greeter](#)
- £60 contribution
- Didn't think Q's were relevant to group

Tuesday Neurodiverse

No report

Tuesday Eastbourne

No report

Tuesday Worthing - Teresa

- [Positions vacant: GSR coming up December](#)
- Doing well
- Full committee
- Lots of newcomers
- Change way of distributing Basic Text to contribute more to ASC.
- Small literature order

Tuesday Recovery Hub - Loz

- [Positions vacant: Female Greeter](#)
- Good mix of old timers and newcomers
- No donation
- Small literature order

Wednesday Women's - Leighanne

- [Positions vacant: a GSR and greeter](#)
- £10 literature
- No contribution

Wednesday Bright'n Shiny - Andy via email

- [Positions vacant: Female new comers rep](#)
- No contribution made this month
- Literature order of £62
- Meeting is fully self supporting
- Mix of new comers, long clean time and regulars, equal mix of male and female.
- Attendance is steady

Wednesday Lewes

No report

Sussex online

No report

Worthing - Peter (covering)

- Have GSR - couldn't make tonight
- Numbers yoyo - just breaking even
- Small literature order
- Lovely meeting

Wednesday LGBT - Chloe

- No lit or contribution
- Fully self-supporting
- Full committee

Thursday Shoreham - Penny (covering)

- Small literature order
 - No contribution
 - Phil (GSR) sent Q responses to ASC
 - Penny raised that there is no time to bring questions to ASC and it is a problem. Wondered if sub-committees could be briefer as it takes up lots of time and their full reports get sent out.
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- Ash explained any questions could be added to Any Other Business.
 - Penny highlighted we don't often have time to do Any Other Business sufficiently.
 - Ash explained steering committee can stick to better boundaries and sub-committees could just report on new information instead of reading the whole report each month.
 - Phil (Vice Literature Sec) mentioned prices for literature will rise by 15%.

Thursday Portslade - Nikki

- Going well - lots of newcomers
- Fully self-supporting
- No contribution
- £120.50 on literature

Thursday Lewes - Jill

- Going well
- Full committee
- No contribution
- No literature

Thursday Horsham - Louise

- Full self-supporting
- Newcomers and oldtimers
- £31 literature
- £30 contribution
- Open Christmas Day

Thursday Chichester - Gemma

- Well attended
- Unity Day fundraising going well
- Small Lit order
- No contribution
- “Come along for a bit of BONA (Bake Off NA)”

Friday Newhaven - Jenna

- Child-friendly
- Well attended
- Fully self-supporting
- Small literature order

Friday Crawley - Ian

- £19 literature
- £0 contribution
- Open Boxing Day

Friday Bognor - Aaron

- [Positions vacant: Male greeter](#)
- £50 contribution

Friday Worthing - Adam

- Fully self-supporting
- Great dynamic
- Full committee
- £50 contribution
- No literature

Friday Spiritual - Wayne

- Fully self-supporting

Saturday Littlehampton - Rob

- Going well
- Good mix of members
- No contribution
- Small literature
- Basic Texts given to Newcomers

Saturday Haywards Heath - Louise

- Fully self supporting
- £50 contribution
- £50 literature

Sunday Shoreham Women's - Hayley

- Going well
- Good attendance
- Members make T7 direct to ASC

Sunday 5:30 - Khalid

- [Positions vacant: many available](#)
- Doing well
- Lots of people but would be good to have more clean time in room

- No contribution or literature

Sunday Early Risers - Katie

- [Positions vacant: GSR & newcomer reps](#)
- £10 literature
- £70 contribution
- Well attended
- Need more women

Sunday Bognor Women's

- £15 contribution

- Ash mentioned we need people to help with the 2019 Guidelines review
- Louise put her hand up to get involved

Request for funds:

- Travel expense - Aaron = £15
- Travel expense - Gemma = £15
- Travel expense - Peter = £8
- Travel expense - Chloe = £15
- Travel & rent - Steve = £29

Business for next meeting:

- Inventory Q's
- Treasurer report

Treasurer's Closing Balance: £8468.09 (Our prudent reserve is £3500) *(not including £284.83 due in from SANAC)*
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): Wednesday 15th December at 7pm

In Person: Venue TBC as Hove Park School is closed

Online: <https://service.ukna.org/committee/area-sussex-asc/link>

Meeting closed at: 21:09