



## Sussex Area LSC

### Committee Meeting Minutes Tuesday 23/05/18

#### In Attendance –

Steve L (SL) Chair  
Pete F (PF), Vice Chair  
Marc S (MS) Treasurer  
Neil P (NP) Vice Treasurer  
Rupert W (RW) Tea Person  
Mark K (MK) Hospital Secretary  
Ronnie EH (REH) Lighthouse Project Alt Secretary  
Barry K (BK)

#### Apologies –

Natalie S (NS) – Female Volunteer Coordinator, Shawn T (ST), Brian B (BB), Gary P (GP), Rachel H (RH) – Communication Secretary, Homeless Coordinator.

- *SL welcomed everyone and opened the meeting with a moments silence.*
- *MS read the 12 Concepts.*
- *Group introduced themselves.*
- *Group approved last months' minutes. (No minutes since 13<sup>th</sup> March)*

#### Positions Vacant –

Literature Secretary, Minutes Secretary, 12 Step Coordinator, Poster Coordinator, Panel Leaders: - William Collier, HMP Ford.

## Elections –

Rupert W (RW) Minutes Secretary

## Treasurers Opening Balance & Report –

**Main – TBC Tea £17.82**

## Business –

### Old/ Ongoing –

SL read through the Chairpersons report.

SL asked who has started the vetting process for HMP Ford. MK has struggled with filling in the vetting form and needs help. SL highlighted the process for getting the vetting started. NP, MS, REH and BK put themselves forward for the vetting process. MS suggested that NP, MK and himself meet up and help each other with the application forms.

MS outlined the changes at HMP Lewes, the team has changed. MS has a possible contact and will try and set up a presentation to the team.

NP suggested that Langford meeting drops to once a month for each gender, SL agreed and suggested two members have a chat with the Langford team about this.

SL highlighted some concerns with William Collier House, these were that the first meeting was a little rowdy and needs to be evaluated. MS highlighted that all the clients are already linked to services and are already free to attend meetings. NP suggested we leave a literature stand in the reception. SL suggested we try a trial period handing out leaflets on a bi-weekly basis for two months.

### New –

HMP Ford 23<sup>rd</sup> June MK and BK offered to go in with PF.

### Holidays –

As the bulk of the committee will be on holiday in June SL highlighted the need for cover with certain commitments.

Stonepillow 7<sup>th</sup> June, meeting will be suspended.

RSCH 12<sup>th</sup> June. SL will group text to find cover.

HMP Ford 9<sup>th</sup> June, meeting will be suspended.

MK asked for clarification on what his responsibilities as the Hospital Secretary. SL mentioned that MK was not ratified as the secretary, that he was only asked to help out. This seemed to have been misunderstood. MK expressed his apologies for the recent misunderstanding. BK highlighted that LSC business should not be posted on social media and any grievances should be

brought to the committee. NP suggested we draw up a set of guidelines for the hospital commitment. NP suggested that there are two secretaries, one male and one female and we have two shares each week. Moving forward MS and BK suggested that MK finds two chairs each week, 1 male 1 female to facilitate the meeting. Other members of the committee would take responsibility to cover the wards and bring volunteers along to accompany them. Agreed and understood.

### Treasurers Closing Balance –

Main - £ TBC Tea £17.82

SL will request £ at next ASC

MK led us out with the serenity prayer.

### NEXT MEETING –

TUESDAY 12<sup>th</sup> JUNE 7:00PM  
FRIENDS MEEING HOUSE  
SHIP STREET  
BRIGHTON BN1 1AF

*Thank you for being of service.*

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