

AIACE-UK
***Minutes of the meeting of the National Committee,
held by Zoom video-conference, 16 November 2022***

Present

Tom Kennedy (Chairman, TK), Pernille Andersen (PA), Martin Clegg (MC), Jane Cornelius (JCI), Michael Hocken (MH), Bob Hull (BH), Alan Huyton (AH), Brian Porro (BPo), Belinda Pyke (BPy), John Wiggins (JW)

Apologies had been received from John Claxton and Emanuela Savoia

Gail Kent was also present : the Committee confirmed the decision to co-opt Gail to the Committee, welcoming her to the group and noting with pleasure her valuable experience in HR.

1. Agenda

The draft agenda was agreed.

2. Minutes of the last meeting and Matters Arising

The minutes of the meeting held on 27th September 2022 were agreed. The Committee noted the need to ensure that the copy of the constitution mailed to new members was the latest version. AH agreed to ensure that the Constitution was more visible on the website.

3. Branch Officers and roles

The existing officers and roles were confirmed, following the formal appointment of the Committee at the General Meeting held on 28th October 2022. AH signalled his wish to pass on the webmaster role at the next AGM so that he could focus more on his other roles.

4. General Meeting 28th October - debriefing

TK noted the success of the hybrid format, which allowed both invaluable personal interaction and remote access for those unable to travel. It was noted that the hybrid format necessitated rooms equipped with adequate sound systems. The meeting also reflected on the merits of reimbursing expenses for Branch officers, meeting organisers and ambassadors: it was agreed to consult the AIACE International Treasurer before making a decision. Such expenses could be assigned to social and welfare expenditure.

TK confirmed that he was preparing a draft revision to the Constitution for the next AGM which would allow us to formalise using video-conference facilities for future AGMs / GMs and, in particular, the election of a Committee. It would be feasible to use online voting platforms in this regard.

5. AIACE International

TK reported on the recent meeting of the Management Board which, among other things, confirmed the intention of holding the AGM separately from the more social events and tourism with which in the past had been grouped together in the annual 'Assises'.

6. UK Branch matters

6.1 Membership

JCo reported on the ongoing work of the team and noted the development of a new membership database which would be in place from January 2023. The Committee agreed to her proposal to ask new members for their preferences in relation to receiving documentation, by paper or electronically noting the need to retain the option of paper dissemination.

Concerning the membership lists, it was agreed that we would send a full list to all new members and to those who needed it such as regional convenors. The database would be set-up in a way to produce these in a simple and efficient way. Updates of new and deceased members could be published in Connect and/or on the website.

6.2 Treasurer's report

JW reported on the state of finances (see Annex), noting firstly that we would not need to reimburse money to AIACE International in relation to the social and welfare funds this year due to our increased expenditure and, secondly, the need to ensure maximum spend on this item. MH underlined that as an organisation our mission was the welfare of our members and that therefore the bulk of our expenditure could be considered as serving that purpose.

6.3 Regions

6.3.1 Financing

JW proposed offering a modest sum to cover, where necessary, the costs of regional meeting venues, up to £100, and a safety net for costs reasonably incurred but not met by the regional meeting participants. It was agreed that while it was important to retain the independence of the regions this proposal could provide reassurance for convenors and help promote more activity. It was agreed to try this for one year and then review the situation.

6.3.2 Meetings

Kent - PA reported that following a successful meeting last month, there was interest in a further meeting with the possibility of a speaker from the EEAS delegation (which would incur no costs) or from Brussels etc. (which would require reimbursement, potentially from central funds). She and BPo would report further if need be.

North - David Baxter had invited members to the 28th October General Meeting, which thus served also as a regional gathering.

Oxford - BPy had proposed a speaker, Jan Royall of Summerville College, for a meeting in the New Year.

6.4 Connect

BPy confirmed that she and JCI were finalising the production of the latest issue, for which TK would write a pastoral piece. She would also liaise with AH in relation to coordinating the information in the newsletter and what was published on the website.

7. PMO Matters

7.1 JSIS

MH reported on the developments in the JSIS Management Committee where there were indications that a separate Dependency Fund might once again be considered at service level. AIACE-INT remained highly . AIACE was sceptical about the willingness of Member States to contribute to the financing of such a scheme, and the likelihood of resultant underfunding led it to reject the possibility of separating dependency from the remainder of the JSIS .

7.2 Pensions

MC reported on the likely adaptation of salaries and pensions which would soon be information in the public domain.

8. Next meetings

It was agreed to modify the date of the next meeting to 31st January 2023, starting at 18h30 by Zoom only.

Future meetings in 2023 were scheduled as follows:

- 4 April - hybrid
- 20 June - Zoom
- 26 September - hybrid
- 21 November - Zoom

It was noted that to facilitate the hybrid meetings and make them less dependent on the Secretary's physical presence, the equipment would be stored in Europe House as of April next.

AH, 16th November 2022

Annex - Treasurer's report

Our opening balance in the bank was £8,673 (we also have £37,000 in the Shipton Building Society which has not been touched).

Our income from annual subscriptions is £17,710. We have to pay AIACE International 18 Euro per member, which amounts this year to some £12,500 - but we received 3000 Euro as a Social & Welfare grant, which amounted to £2,468 paid into our account.

So far this year we have spent about £4,000, of which around £2,800 counts as S&W, so we shall not have to return the unspent balance as we did in respect of last year. At present it appears that our bank balance will be about £12,000 at end-year, i.e. a surplus of a bit more than £3,000.

I have regarded the costs of attending in-person Committee meetings as reimbursable but not S&W chargeable. Attendance of the Chairman and/or Ambassadors at Regional meetings I consider to be both reimbursable and S&W chargeable, since they are there to brief members about pension and JSIS matters, and answer questions. I think the attendance of Ambassadors at in-person General Meetings should also be reimbursable and S&W chargeable, although I and other Committee members should be ready to meet their own costs in the same way as all other members.

As I said at the Newcastle meeting, I think we should be ready to meet modest overhead costs of in-person regional meetings - for example if attendance does not quite meet a restaurant's required minimum number, or to pay a bit for room hire. I don't think we should provide general subsidies to reduce the cost of meals, but that we should be ready to underwrite meetings up to £50-100. The Chairman suggested that this point should be covered under AOB at tomorrow's meeting.

Current draft of our S&W expenditure return to AIACE International

AIACE - ACTIONS SOCIALES			
DEPENSES EFFECTUEES 2022			
SECTION NATIONALE	UNITED KINGDOM (GBP)		
NATURE DE LA DEPENSE	CODE	DOTATIONS	DEPENSES EFFECTUEES
		2022	2022
Help desk sociaux	D7		
Help desk de la section	D702	100	60
Communications	D8		
Postes et Télécommunications	D801	700	577
Guides et brochures	D802		
Frais des bénévoles	D9		
Formation	D901		
Déplacements	D902	1000	520
Assurances et divers	D903		
Prestations directes	D10		
Assistance sociale	D1001	200	750
Consultations et conseil juridique	D1002		
Autres	D11		
Website, Zoom	D0001	1000	809
TOTAL		3000	2716
Nombre d'adhérents	802 members		
Nombre de pensionnés en difficulté			
Nombre de bénévoles			
John Wiggins, Treasurer			
Date :			

Etat à transmettre à l'AIACE pour **le 15 janvier 2023** au plus tard accompagné d'un **rapport sur les résultats** des actions menées pendant l'exercice 2022 et des **copies des pièces justificatives** par rubrique.