

AGM PLANNING MEETING

MONDAY, SEPTEMBER 6, 2010

DRAFT MINUTES

1. Present: Dick Allwright (DA), Rob Brown, (RB), Audrey Harland (AH), Karen Heath (KH), Andrea King (AK), Jacky Skinner (JS), Marilyn Tahernia (MT).

2. Apologies: Joan Allwright (JA), Paul Andrews (PA), Graham Bartram (GB), Jean Wangermann (JW).

3. AGM overall order of events and timings:

3.1 *Title and topic:* Lindis Percy had confirmed her contribution as guest speaker and suggested a title: "Menwith Hill: - crucial in the web of the US military empire?". DA agreed to ask her if a shorter, pithier, title would be acceptable, highlighting the focus she had suggested when invited last year: changes hoped for from the new US administration. **Action DA**

3.2 *Timing:* We agreed to ask her to talk for 45 minutes, leaving another 15 for discussion, in the first part of the meeting, and to ask her if she needed any equipment for her presentation, and if she would allow us to record her talk. **Action DA**

3.3 *Introduction:* We agreed to ask PA to introduce her, with KH as an alternative. **Action DA**

3.4 *Overnight accommodation:* PA had agreed to host Lindis, but given uncertainty about his situation KH agreed to host Lindis if necessary. DA will contact PA about arrangements. **Action DA**

3.5 *Publicity:* DA will ask Lindis for a contact telephone number in case we can get local press and radio interested, and for quotes for our own press release, and our Newsletter. **Action DA, RB, KH**

3.6 *Back-up plan:* we will show an extract from the new CND dvd: Beating the Bomb.

4. Room preparation:

4.1 *Banners:* we will display the Sue Widden banner. **Action DA/JA**

4.2 *Photo displays:* RB and KH will collaborate to produce a montage of photos of events LDCND members have participated in. **Action RB, KH**

4.3 *Website on screen:* RB will have his laptop available to show people the website during the interval, if time allows. **Action RB**

4.4 *New Trident Petition:* we will have copies of the new Trident petition available to sign. **Action DA**

5. MCs: for before and after refreshments: AK kindly agreed to MC both sections of the meeting.

6. Refreshments:

6.1 We agreed to aim at breaking for refreshments at 8.45. If necessary, we will ask people to get refreshments and return to their seats straightaway to allow the AGM business meeting to start.

6.2 We also agreed, to put out a saucer for donations.

6.3 Contributions:

DA/JA offered to bring milk and sugar

AH offered to bring coffee and biscuits

KH offered to help behind the counter

AK offered to bring teabags

7. AGM business agenda:

7.1 *Proposed constitutional change*: DA agreed to draft an amendment deleting the office of Chair and introducing an informal rotating chair system for business meetings. The proposed change will be announced in the Newsletter. **Action DA, KH**

7.2 *AGM timing*: we agreed that putting the AGM back a week (to end September/early October) would be sensible, to facilitate setting it up. It will be mentioned in the Secretaries' report at the AGM and referred to the new committee to decide. We also agreed it was time to amend the membership year so that it started in September. **Action DA/JA, AK**

7.3 *Elections, vacancies, etc*: we agreed to announce in the Newsletter our need for a new Press Officer and a Website manager in the coming year. DA agreed to contact Cliff Laine as a potential website manager. **Action DA, KH**

DA will contact all absent committee members to check their willingness to stand again. **Action DA**

We agreed to approach PA to ask if he would accept the post of Education Officer. **Action DA**

7.4 *Campaigning priorities this year and next*: we agreed to establish future priorities by public discussion, as last year, with the expectation that supporting CAAB would be included.

7.5 *Chair's report*: as before, in the absence of a Chair the Secretaries' report will constitute the main review of LDCND affairs during the 2009/10 year. **Action DA/JA**

7.6 *Officers' reports*: from Treasurer, Membership Secretary, and Press Officer. **Action JW, AK, RB**

7.7 *Business meeting agenda order*:

1. Constitutional amendment
2. Reports
3. Elections
4. Campaigning priorities

8. Newsletter material:

8.1 KH proposed a four-page issue with the official announcement of the AGM and a call for nominations, plus coverage of LDCND's work with HANA, something about Trident in the context of the coalition government, photos.

8.2 Lindis Percy publicity: see 3.6 above.

8.3 Inclusion of new Trident petition: we agreed to distribute copies of the new petition with the newsletter this time, as well as have the petition at the AGM. **Action DA**

8.4 KH will get the Newsletter to the printers on Friday, September 10. DA will collect and liaise with JA and AK to arrange early distribution. **Action KH, DA/JA, AK**

9. AOB

9.1 *CND Conference representation, and deadlines*: DA will represent LDCND at the National Conference and AGM. Currently, no other LDCND members plan to attend.

9.2 *Regional representation update*: DA noted the unexpected need to be re-nominated as Area rep., and that it would have to be done by e-mail, rather than the expected face-face-meeting.

Dick Allwright, September 7th, 2010.