Minutes of SNWA Executive Meeting held JUNE 10th 2022 – 10:30am to 11:45 am via Zoom

1. **Attendees :** M Lillie, J Sparks (10:30-11:00), A Barnetson, G Holmes, R Gooch

   Apologies : T Spall, S Strutt

2. **Minutes of the previous EC and Planning meetings:** no comments.

3. **Parish/Town Council Liaison:**

   ML and EC members took the opportunity to thank JS for his tremendous support to SNWA EC, especially in his role of SALC liaison, and wished him well upon his resignation from the EC. JS confirmed that he will retain his role as a local NW coordinator.

   It was acknowledged that a new alternative is required for the Events equipment currently stored with JS. **ML suggested an East Suffolk base would be ideal.**

   Although AB has taken on Funding, it was also highlighted that a **volunteer/ new member is required for the role of Parish/Town Council Liaison.**

   GH to check with TS whether new SALC Survey link is active.

4. **Matters arising /Actions from previous meeting:**

   -**EC meeting 18Feb22**: AB confirmed no requests had been received re stage reporting requirements for banners.

   -**Planning meeting 21Mar22**: Actions on 2022 priorities, funding approach and roles and responsibilities to be discussed in more detail at next EC meeting and also to be tabled at AGM.

   GH advised he is in correspondence with new editor of In Touch re SNWA article.

5. **Treasurer's report:**

   AB confirmed balance of £3,349.68 per 10 June 2022 report, with 1 donation of £40 received and 3 monthly bank charges incurred since last report.

6. **Membership Database:**

   -GH advised that TS wanted to use the BLOCS suite to create surveys on our SNWA website, and asked GH if the data collected by BLOCS could be stored for our own analysis purposes. GH was subsequently able to identify the routines used by BLOCS in a test survey, and edit them to access the captured data. The

first target for this new system was the NHW scheme-member GDPR survey form, originally developed in an application called Cognito; this has now been replaced by a BLOCS form on our own SNWA website, seamlessly integrating it with the same database for storage of members' responses. BLOCS has thus been shown to provide a quick-and-easy route to building surveys for SNWA purposes; it also provides a much simpler interface protocol than third-party applications such as Cognito."

-ML mentioned that two recent scheme additions had initiated through the National website and this has caused confusion when new members have needed to then set up additionally through SNWA website. It would be ideal if this could be linked more smoothly going forward.

7. Events:

ML updated that the main focus currently is this year's AGM. Based on recent members' survey, preference is to meet in person.ML has been in liaison with Woolpit Village Hall to host the AGM in late July.

ML consulted meeting members on availability and dates of 20, 22 or 27 July have been targeted.

AB has been able to obtain 2019 WVH hire agreement and ML commented that hire rates appear unchanged, but he is checking.

8. A.O.B

-ML asked who was able to see emails sent through committee@suffolknwa.co.uk email group. It was established that AB gmail link may not be working therefore GH will add gmail address directly into group. RG link was confirmed as working. ML will continue to include SS personal email address in communications to ensure coverage.

-ML updated on attendance at 31 May national NWA conference in London, including interesting community presentations on The Big Lunch and More In Common Network (Jo Cox Foundation). Presentation slides to follow. Cheryl Spruce showed interest in being involved with SNWA AGM in some capacity depending on availability.

-RG asked AB about taking possession of Patlock demonstrator and NW stickers.

-ML stressed that we need to try and get more volunteers involved given the personal commitments that existing EC members very understandably have. ML is personally finding it challenging to juggle meetings, agendas, minutes, events and chair enquiries.

9. Date of next meeting: TBA