

Friends Southern Summer Events Assembly 2014 - Minutes

Saturday 15th November at Westminster Meeting House, 52 St Martins Lane, London, WC2N 4EA

Present: Alan Pearmain, Alison Tyabji, Andrew O'Hanlon, Bryony Rowntree, Candia Crosfield, David Holtam, Gwen Da Sousa Correa, Hannah Rignell, Imran Tyabji, Kat Clarke, Kathy Gibbs, Keith Walton, Margaret Lee, Marguerite Page, Michael Wood, Peter Slade, Phil Wood, Philippa Stanger, Rob Johnson, Sally Markwell, Tassia Butlin, Thomas Sutherland, Tom Duggan, Zoe Carmichael

1. Opening Worship

We have opened our meeting with silent worship.

2. Minutes of 2013 AGM

We have received the minutes of the 2013 FSSE Annual General Meeting.

3. Epistle and Report from Senior Conference

During our period of silent worship we have heard from Marguerite Page and Keith Walton who read the epistle and the report. We heard movingly of Friends' experiences of the event and noted the strength of the staff team. We thank the Arrangements Committee for their role in organising and running the event.

4. Epistle and Report from Summer School

During our period of silent worship we have heard from Thomas Sutherland and Gwen Da Sousa Correa who read the epistle and Michael Wood who read the report. We heard movingly of Friends' experiences of the event.

We note the 'can do pragmatism' needed from the staff team in overcoming the challenges presented by changes to the site. We welcome the recommendation from Management Committee to set up a small team to consider alternative venues for Summer School in 2015 and/or 2016.

5. Treasurer's Report, including setting fees for the two events

Draft accounts have been presented by David Holtam. These are not yet finalised, but reported an encouraging surplus of approximately £1500 - £2000.

We welcome this positive financial position and note the contribution of donations and the efforts of some volunteer staff to gain sponsorship for their places from their meetings as experienced by Summer School staff.

We thank Monika Tomzcak and David Holtam for their work, which is so valued by us.

6. **Report from Management Committee, held on 15th November 2014, including noting arrangements for Senior Conference and Summer School 2015, dates and venues**

Summer school name change

Management Committee recommend that FSSE Assembly endorse the name change from Summer School to FSSE Junior Gathering in 2015. We welcome the excellent process managed by the Summer School Event Coordinators, whereby the name change has come from Summer School participants.

Arrangements for Senior Conference and Junior Gathering 2015

Management Committee recommends that Senior Conference and Junior Gathering take place 21st - 29th August 2015 at Sibford and Friends School Saffron Walden respectively, unless a more suitable venue is found for Junior Gathering. We note the themes, too; 'Quakers in War' for Junior Gathering 2015 and 'The Art Simply Acting' for Senior Conference.

Event Support Team Meeting

Management Committee would like to invite FSSE to attend an Event Support Team Meeting following the closing of the FSSE Assembly, which will incorporate a discussion about publicity. Management Committee have noted a gap in the work on Events Support and we ask the Events Support Team to nominate a convenor for events support.

AM Reps and the relationship with CYP Friend House

Management Committee have noted the existing networks to disseminate information to meetings in the form of CYP Advocates. We ask Ollie Waterhouse to engage Friends House in a discussion as to how CYP Advocates could help disseminate information and support FSSE more generally, with a possible view to winding down the AM Rep network if feasible.

7. Appointments

The following nominations, recommended by Management Committee, are appointed by FSSE Assembly.

Role	Released	Nominated	From	To
Assistant Clerk 1	Ollie Waterhouse	Reappointed	AGM 2014	AGM 2015
Assistant Clerk 2	Sally Markwell	Reappointed	AGM 2014	AGM 2015
SC Coordinator	Keith Walton	Peter Slade	AGM 2014	AGM 2017
SC Administrative Coordinator	Rob Johnson	Reappointed	AGM 2014	AGM 2015
Summer School Planner 1	Katie Ulrick	Tassia Butlin	AGM 2014	AGM 2015
Summer School Planner 2	Stuart Dickerson	Kat Clarke	AGM 2014	AGM 2015
Summer School Planner 3	Inga Page	Reappointed	AGM 2014	AGM 2015
Summer School Bookings Secretary	Alison Tyabji	Trottie Kirwan	AGM 2014	AGM 2017
Senior Conference Bookings Secretary	Susie Paskins	Madeleine Page	AGM 2014	AGM 2017
Trustee	Mat Paskins	Bryony Rowntree	AGM 2014	AGM 2017
Trustee	Alan Pearmain	Kathy Gibbs	AGM 2014	AGM 2017
Trustee	Keith Walton	Margaret Lee	AGM 2014	AGM 2017
Trustee	Philippa Stanger	Released		
Trustee	-	Zoe Carmichael	AGM 2014	AGM 2015
Trustee	Ashlei Bevington	Reappointed	AGM 2014	AGM 2015
SC 22+ Overseer and Reserve Coordinator	Huw Still	-	AGM 2014	AGM 2015
Safeguarding Officer	Oliver Waterhouse	Keith Walton Bryony Rowntree	AGM 2014	AGM 2017

8. Date and venue for 2015 FSSE Assembly

We hope to meet for the 2015 FSSE Assembly on Saturday 14th November at Westminster Meeting House (to be confirmed). We hope FSSE will also meet at

some point during the joint planning weekend for the events in June for some joint training.

9. Update on status of governance, charitable registration and incorporation

Further to minute 6 from AGM 2013, we note that the Trustees have informed us that on 22 January 2014 we received notification from the Charity Commission that FRIENDS SOUTHERN SUMMER EVENTS has achieved charitable status and has been entered onto the Register of Charities with the Registered Charity Number 1155420. We agree to dissolve the unincorporated organisation of FSSE, in accordance with the provisions set out in the 2007 constitution, and to adopt the new constitution agreed with the Charity Commission, which is available on the Charity Commission and FSSE website.

We thank David and Imran for their work.

10. Report from Trustees

We have heard from Phillipa Stanger, the Clerk of Trustees, that the Trustees are satisfied that plans are in place to run safe Quaker events in 2015 and they express their thanks to the co-ordinators and planning teams for their support of these events.

A number of new trustees have recently been appointed and plans are in place to ensure new Trustees are appointed regularly to prevent loss of institutional memory.

11. Closing Worship

We have closed our meeting with a period of silent worship.