

# Minutes

**UNISON**

FAREHAM BRANCH

## Executive Committee Meeting

TIME: 10.30am-12.30pm DATE: 24 January 2017

ROOM: Council Chamber

### PRESENT

|                    |                            |
|--------------------|----------------------------|
| Lee Sprake (Chair) | Charlie Dacke (note taker) |
| Phil Hedges (AO)   | Mike Wilson (RO)           |
| Chris Motherwell   | Pearl Gillies              |
| Malc Stevens       | Jess Wicks                 |
| Cian Wagstaffe     | Rob White                  |
| Andy Lynch         | Rob Eckstein               |
| Richard Gustar     | Karen Brett                |

### 1. INTRODUCTIONS & WELCOME, APOLOGIES

- a. Apologies received from Sarah and Jenny

### 2. MINUTES

- a. The Minutes of the meeting held on 20th December 2016 were agreed as a true record.
- b. Proposed by Jess, seconded by Rob

### 3. MATTERS ARISING

- a. Still outstanding from November

13f – Charlie showed the committee the Staff Diversity data available on the FBC website **Action Charlie** circulate link

- b. December matters

5a – Charlie still needs to book catering for AGM

5b – Charlie has emailed Fiona Roberts, Regional Women's Officer, who

suggested contacting June Purvis from the University of Portsmouth Women's

studies department. Charlie has emailed June but has had no response.

**Action Charlie chase this up** and contact Fiona to speak if June unavailable  
11a – Jenny has provided a breakdown of retired members costs for last year and this has been circulated to the retired members' secretaries

#### 4. MIKE WILSON – BRANCH BUDGET

- a. Mike presented the [Branch Assessment](#) created with Charlie and Lee
- b. There are three national priorities for the year, each priority will have a lead officer in the branch;
- c. 'Increasing member engagement and involvement' - Charlie
- d. 'Steward engagement' - Jax
- e. 'Communications' - Cian
- f. The committee **agreed** to accept the proposed action plan
- g. Mike presented the [Branch Budget](#) as drafted with Charlie and Lee
- h. Discussion took place around the amount budgeted for honoraria and how this fitted with our current branch rules
- i. In order to qualify for 'top up' funds the branch must agree a budget and upload it onto OLBA before the end of January. **Action Jenny – in the event that you cannot do this, head office audit team should be able to assist**
- j. The updated budget was **agreed** by the committee

#### 5. PHIL HEDGES - AGM

- a. Phil presented some ideas for member engagement at the AGM including sweepstakes, post-it note raffle, photo board opportunity, tweeting on the day and resolutions
- b. The committee agreed to run a post-it note raffle with a question around the best and worst changes during your employment at FBC
- c. A second raffle ticket will be available for members that have their photo taken with a photo board
- d. Phil will be tweeting comments from the Branch Secretary report on the day. **Action Charlie** provide Phil with the report a week in advance.

#### 6. AGM MOTIONS

- a. Charlie will prepare an honoraria motion for the next BEC based on our current formula. **Action Charlie**
- b. Charlie will prepare a rulebook change motion to update the rules in line with workplace and officer post changes, and to add a clause about branch electronic voting. **Action Charlie**
- c. Jax will work on a possible housing/homelessness motion. **Action Jax**
- d. Andy will work on a possible international themed motion. **Action Andy**

#### 7. NEC NOMINATIONS

- a. The Branch discussed the possibility of nominating regional candidates for NEC elections
- b. Charlie proposed that the Branch nominate Steve Milford, Hayley Garner and Clare Pond from our region. This was seconded by Malc. **Action Charlie** submit nomination

## **8. CO-OPTION OF ENVIRONMENTAL OFFICER**

- a. It was agreed to co-opt Nick Cutler to the post of Environmental Officer
- b. Proposed by Jess, seconded by Jax

## **9. TREASURERS REPORT**

- a. The treasurer was absent

## **10. SECRETARY'S REPORT**

- a. Nothing to add

## **11. STEWARDS REPORTS**

- a. Jax reported that Members in Housing have had an upgrade due to a JIQ review and they are very happy

## **12. OTHER OFFICERS REPORTS**

- a. Retired Members Secretary – The meeting two weeks ago was a success with a large turnout despite bad weather. The 60's quiz went down well. Two retired members have sadly passed away recently; Eric Searle and Teresa Escott
- b. Sports & Social Secretary – Absent
- c. Welfare – Absent
- d. Health & Safety – Lee reported back on his communication with the corporate H&S Officer which was disappointing. Lee will draft a letter raising our concerns to the Customer Services Manager, Head of HR and Cllr Cartwright
- e. Communications – Nothing to add
- f. Equality Officer – Chris will take a look at FBC data and Karen will try and pull an equalities type data report from WARMS
- g. Young Members Officer – Nothing to add
- h. Education Officer – Will look into getting our new steward and officer trained
- i. International Officer – Nothing to add

## **13. DATE OF NEXT MEETING**

Date: 21 February 2017

Time: 10am

Venue: Collingwood Room

## **14. AOB**

- a. There was no other business

The meeting closed at 12.04

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