

**Minutes of UKPAC Meeting held on Saturday 20 June 2020
Go To Meeting (GTM) Platform**

PRESENT

Chairman	Liz Dominey
Vice Chairman	Glenys Hunt
Secretary	Maureen Maguire
Treasurer	Rhona Bowler
Website/Communications	Kathy Warrick
Cheshire, North Wales & the Wirral	Esther Roberts
London Anglia	Sharon Richardson
London Chilterns	Pamela Robertson/Jackie Paling
Midland Chase	Ann Dawson
Midland East	Helen Everett
Midland Arden	Denise Carson
North West England & Isle of Man	Isabel Huggett
Northern England	Karen Alexander
Northern Ireland	Rita Allen
Scotland North	Janice Wilson
Scotland South	Brenda Kay
South East England	Yvonne Freeman
South Lancashire	Sriya Kulupana
South West England & Channel Islands	Di Hill
Southern England	Eleanor Evans
Wales South	Bobbie Sheldrake
Yorkshire	Lindsay Green
Programme Director	Kay Richmond
Federation President	Isobel Smith

APOLOGIES

Midland Chase	Edna Schafer-Hughes
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1	<p>WELCOME AND APOLOGIES</p> <ul style="list-style-type: none"> Liz opened the meeting by welcoming everyone. Liz welcomed Federation President Isobel to the meeting. Maureen took the Roll Call and apologies were noted. 	
2	<p>MINUTES FROM MEETING HELD ON 10 July 2019</p> <ul style="list-style-type: none"> The Minutes from the meeting held on 9 May 2020, having been circulated on Dropbox, were taken as read. The minutes were signed as a true record of the meeting. 	

	<p>ACTION Members to review the UKPAC page on the Website and check Twitter, FB etc for their clubs</p>	
4	<p>FINANCIAL MATTERS</p> <ul style="list-style-type: none"> • Rhona spoke to the Annual Accounts for year ending March 2019, which showed an over spend of £544. Members approved the Accounts. • Rhona spoke to the Annual Accounts for year ending March 2020. These accounts show an under spend of just over £8,000. This is due to the March meeting not taking place, as well as CSW in New York being cancelled, all as a result of the pandemic. Members gave approval for the 2019-2020 Accounts to be sent for auditing. • Rhona spoke to the budget for the year 2020-2021 and indicated that the projection would be a further underspend due to the July and possibly the November meeting not taking place on a face to face basis. • Discussion ensued on what ideas members had with regard to the under spends. Ideas discussed included: reducing the cost of registration for Study Day; funding an intern to carry out collation of data that is being captured on the Specialist Domestic Violence Courts; funding delegates to attend the COP26 Event in November 2021, no UKPAC levy in 2021; reduction in amount of levy in 2021; use it an investment; regional training events. It was agreed that members to submit their ideas to Liz and Maureen prior to the next meeting. • UKPAC Levy for year 2021-2022. It was noted that the request for the UKPAC levy £3.50 had already been sent to Clubs, therefore any variation would not take place until the following year. Members agreed to defer this until the November meeting. • Members discussed the value of face to face meetings and Denise advised that she found it difficult to get to know everyone and get heard using the virtual platform. All members agreed that the face to face meetings were valuable. • Lindsay suggested that a buddying system may be of value, Regions close to each other could arrange to meet. <p>ACTION Members to consider and suggest ideas on the use of the underspends, and send these to Liz and Maureen Members to consider having more virtual meeting as well as face to face meetings</p>	<p>ALL</p> <p>ALL</p>
5	<p>REPORTS FROM STRATEGY SUB-GROUPS</p> <ul style="list-style-type: none"> • General discussion ensued around the Sub-groups and how members reported back to the Chairs. It was felt that because there was different legislation within the four devolved administrations, this was causing problems. It was agreed that members should collect the information relating to their devolved countries and report to the Chair of each Group. This is relevant to all of the Sub Groups. • General discussion also centred on whether Domestic Violence/Abuse in other forms should be considered by the Committee. • Federation President Isobel indicated that perhaps the Sub-Groups should look at developing Terms of Reference for each Sub-groups which would direct the activities and work load. They would outline what is in scope and what is outside the scope of the Sub-Groups. Isobel agreed to forward the Template for these to Maureen • There was agreement that the Sub-groups need to work with the new technology i.e. online meetings between the UKPAC meetings. • It was also felt by some that each member should only belong to one Group. 	

	<p>ACTION Members to consider what areas they wish to work on with regard to Domestic Violence – considering all the variances that there can be under this broad heading. Members in each of the current Sub Groups to review the Terms of Reference and complete the Template for consideration at the next meeting on 1 August 2020.</p>	<p>ALL CHAIRS to lead</p>
<p>6</p>	<p>REPORTS FROM REGIONS</p> <ul style="list-style-type: none"> • Chair Liz advised that as time was limited, she felt that the Regional Reports should wait until the next meeting. They would be the first items on the Agenda at that meeting. • Liz noted that good projects and those that did not have the required outcomes should be shared, that way learning can take place. • She asked members to consider reporting on one topic and for the PFRF number to be forwarded to Maureen at least two/three weeks in advance so that the Committee can view the details and ask questions about the various projects. • Janice advised that currently, whether it was because of the pandemic or something else, but there were not many reports on the database. She had had difficulty in getting something for to-day. The other difficulty was that the database had been down for various periods of time. • Moving forward – <ul style="list-style-type: none"> ➤ Brenda felt that the Committee should come up with suggestions on how to move forward and suggested that members email Liz with these prior to the next meeting ➤ Yvonne suggested that reporting from Regions should be on a rota basis – perhaps four/five Regions per meeting depending on the number of meetings per year. ➤ Ann suggested that the Committee should focus on certain things – as decided by the Committee <p>ACTION All members to review their database and select one project. The number of this Project is to be sent to Maureen two/three weeks prior to the next meeting. Maureen will load these project numbers onto Dropbox All members to be prepared to answer questions on their chosen project Members to consider the best way in which to move forward for the future – all suggestions to be sent to Liz and Maureen two weeks prior to the meeting .</p>	<p>ALL MM ALL ALL</p>
<p>7</p>	<p>PROJECT – NORTHERN ENGLAND.</p> <ul style="list-style-type: none"> • Karen advised that SI Sunderland had been approached by two ladies who asked the club for help with an idea that they had. They worked with staff in Care Homes and noted that mental health may be an issue that will increase after the pandemic because of the differing emotions that staff may have as a result of dealing with the effects of COVID-19. • These ladies have suggested that poetry and the arts are a way in which people can deal with their emotions. They have suggested producing a book of “Poems in the Pandemic”. • This book will have 10 sections in it – each section covering an emotion, such as – feelings of - hope, isolation, humour, sadness etc. 10 poems covering each of these emotions would be selected for inclusion in the book. Each section would have a visual artwork – a picture, a drawing which represented each emotion at the beginning of the section. • Karen asked for each Region to help with this project, but stressed that time is short – it is hoped to have the completion of entries by 31 August 2020. 	

	<ul style="list-style-type: none"> • Fund raised through selling the books of poetry will support mental health organisations • Members asked questions and Karen advised that as soon as she had the Information leaflet, she would send this to all members. <p>ACTION <i>Karen to circulate the information to all members or ask Maureen to circulate All members to contact Clubs and ask for poems and art either from themselves or from others members of the public.</i></p>	<p>KA ALL</p>
<p>8</p>	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Eleanor advised that SI Salisbury had recently held an online meeting with Philip Holmes “Empowering Girls in Nepal”. The club had found this very interesting. • Helen advised that she had been on this meeting along with two other members of her club. • It was agreed that the date of the next online meeting is 1 August 2020 and the main business would be Regional Reports. <p>ACTION <i>All members to note the date of the next meeting - 1 August 2020</i></p> <p>There was no other business and the meeting closed.</p>	

Signed

Date