

**CODA UK National Service Committee (NSC) Meeting**  
**Saturday 6<sup>th</sup> December 2025**

**1-5pm**

**AGENDA**

**Zoom Meeting (see email/website for sign in details)**

The meeting will follow the established format of 30 second shares from each member before a vote is taken, if one is required.

There may not be enough time in the meeting to go through written reports in detail, so **we ask all members to come prepared, having read the reports and agenda items in advance**. We will then have time for questions, sharing and reflection during each item.

All CoDA members are invited to attend NSC meetings and the AGM, but only NSC Committee members and Group Service Reps (GSRs) can vote.

Please note, the minute taker will record votes and actions, which we will review at the end of the meeting. Any references to individuals are on a first name basis only. If you do not wish to be mentioned by name in the minutes, please make this clear to the minute taker.

**NSC Committee Members:** Andy, Chair & Bank Signatory; Annie, NSC Treasurer & Bank Signatory; Rochelle, CoDA Service Conference (CSC) Delegate, Website team & Bank Signatory; Kate, Comms, Website & Public Information/Hospitals & Institutions (PI & H&I) & Alternate CSC Delegate; Mandy, CSC Delegate; Gillian, Bank Signatory; Don, General NSC Member

<b><u>Agenda item</u></b>	<b>Start</b>	<b>Finish</b>
<b>1 Welcome</b> , moment's silence, 12 Traditions, 12 Service Concepts and Sharing Guidelines. Reminder of 30 second time out with serenity prayer if anyone requests.  <b>Appointment of a spiritual timekeeper</b> <b>Appointment of a volunteer to take notes 15 mins</b>	<b>13.00</b>	<b>13.15</b>
<b>2. Introductions and Feelings check in</b> (individual only, i.e. not service/subcommittee/group reports). Please be as brief as possible – service positions and “three words only” for feelings check-in.  If any GSRs or committee members have AOB, please let us know now and this can be added for item 9 near the end of the meeting.  <b>Establish members eligible to vote 15 mins</b>	<b>13.15</b>	<b>13.30</b>
<b>3. Last NSC minutes 15 mins see attached</b> <b>Sept 2025</b> – these were approved at the end of that meeting. Are there any questions? <b>Action agreed in September</b> for Chair to request report on founders' weekend funding from Intergroup North & Regions – completed (request emailed 14 <sup>th</sup> Sept to IN&R inbox copying IN&R Acting Chair	<b>13.30</b>	<b>13.45</b>

<p>and NSC Treasurer) and re-sent 3<sup>rd</sup> Nov but no reply yet at time of finalising this agenda for publishing (6<sup>th</sup> Nov).</p> <p><b>Carried forward from previous meetings and not yet complete due to the capacity of members giving service. Would you like to help? Please come along and offer your time to support the completion of these items:</b></p> <p><i>Aug 2023 NSC, updated Jun 2025 NSC:</i> Proposal to provide new face-to-face meetings with a literature pack and/or other support. Please contact <a href="mailto:chair@codauk.org">chair@codauk.org</a> if your group would like to support with some work on this.</p> <ul style="list-style-type: none"> <li>• <i>Note, Intergroup North &amp; Regions provide this</i></li> <li>• <i>See also Agenda Item 8a below</i></li> </ul> <p><i>Mar 2025</i> GDPR on mailing list/s, tied in with newsletter mailing programme. Meeting to be arranged: Tim, Andy &amp; Bryony.</p> <p><i>Jul &amp; Sept 2025</i> Suggestion that NSC members and GSRs share about their roles and experience/service in future newsletters (some done, ongoing).</p> <p><i>Jul 2025</i> Suggestion of a possible joint meeting between NSC and IN&amp;R to discuss the relationship and any issues which might affect the fellowship as a result of two Voting Entities being set up in the UK.</p> <p><i>Jul &amp; Sept 2025</i> Need for NSC constitution/procedures/byelaws including voting procedures (independence from IN&amp;R voting where relevant)</p>		
<p><b>4. Subcommittees &amp; service areas:</b> reports &amp; updates from members in service  30 second timed shares following verbal summary of reports</p>		
<p><b>4a. Sponsorship Committee 15 mins</b></p> <p>No-one in NSC service, but some members are active – any updates?</p>	<b>13.45</b>	<b>14.00</b>
<p><b>4b. Member Networks/CoDA Outreach Groups</b> <i>no-one in service</i></p>		
<p><b>4c. Literature 15 mins</b></p> <p>No-one in service. Annual report from publisher now due.</p> <p>Concerns were explored in June, July &amp; September regarding the large stock order funded by the NSC, now held and used by IN&amp;R, and flow of revenue from sales. <i>See attached.</i></p>	<b>14.00</b>	<b>14.15</b>
<p><b>4d. Public Liability Insurance (PLI)</b> <i>No-one in service</i></p>		
<p><b>4e &amp; Website &amp; Meetings list 10 mins</b></p>	<b>14.15</b>	<b>14.25</b>
<p><b>4f Communications 10 mins</b></p>	<b>14.25</b>	<b>14.35</b>
<p><b>4g. Public Information (PI) and Hospitals &amp; Institutions (H&amp;I) 5 mins</b></p>	<b>14.35</b>	<b>14.40</b>
<p><b>4h. CoDA North &amp; Regions 10 mins</b></p> <p>No report received. Any updates?</p>	<b>14.40</b>	<b>14.50</b>

<b>4i. London &amp; South East Region</b> <i>not currently running</i>		
<b>10-minute break</b> (may be moved if earlier timings change)	<b>14.50</b>	<b>15.00</b>
<b>5. Treasury</b> 15 mins <i>See attached.</i>	<b>15.00</b>	<b>15.15</b>
<b>6. Service positions vacant</b> 20 mins Discussion if needed; votes  <b>Key positions vacant:</b> <ul style="list-style-type: none"> <li>• Secretary</li> <li>• Literature Secretary</li> <li>• Vice Chair</li> <li>• Additional Alternate CSC Delegate(s)</li> <li>• Public Liability Insurance Rep (previously combined with treasury)</li> <li>• Meetings List Coordinator/s</li> <li>• General NSC Members</li> <li>• Bank Signatories</li> </ul> Also informal service roles, to join teams working on communications, public information/hospitals & institutions, meetings list, sponsorship.  <b>All available positions, including shared ones:</b> <a href="https://codauk.org/nsc-service-positions/">https://codauk.org/nsc-service-positions/</a>  Shadowing roles before choosing to take them on is welcomed, and sponsorship into new roles is available.  Nominations for service positions can only be accepted if the member is present in the meeting.	<b>15.15</b>	<b>15.35</b>
<b>7. CoDA Service Conference (CSC)</b> 20 mins  <i>See attached</i>	<b>15.35</b>	<b>15.55</b>
<b>8. Agenda items</b> <i>see attached</i> 30 second timed shares		
<b>8a Proposal – digital literature pack for face-to-face and hybrid meetings</b> 15 mins <i>See attached</i>	<b>15.55</b>	<b>16.10</b>
<b>8b Proposal – LGBTQIA+ webpage</b> 15 mins <i>See attached</i>	<b>16.10</b>	<b>16.25</b>
<b>9. Any Other Business (AOB)</b> 20 mins	<b>16.25</b>	<b>16.45</b>
<b>10. Agree future NSC meetings for 2026</b> 5 mins <b>Proposed dates:</b> <ul style="list-style-type: none"> <li>• Saturday 7<sup>th</sup> March (AGM) 10am – 3pm</li> <li>• Saturday 6<sup>th</sup> June 1 – 5pm</li> <li>• Saturday 5<sup>th</sup> September 1 – 5pm</li> <li>• Saturday 5<sup>th</sup> December 1 – 5pm</li> </ul> Continuation dates for the NSC taking its inventory will be agreed during those meetings	<b>16.45</b>	<b>16.50</b>

<b>11. Agree actions onscreen so minutes can be circulated straight away 8 mins</b>	<b>16.50</b>	<b>16.58</b>
<b>12. Close – Promises and long form Serenity Prayer 2 mins</b>	<b>16.58</b>	<b>17.00</b>
<b>Date of next meeting:</b> (if confirmed at 10 above) Saturday 7 <sup>th</sup> March, AGM, 10am – 3pm		
<b>Future Business:</b> See relevant items in 3 above		

<b>Ask It Basket Session</b>  This is a chance to ask anything you wish about CoDA UK and service. During this session, questions can be put to members for our group's Higher Power to answer in the form of our experience, strength and hope. As one NSC trusted servant said: often the best way to ask a question in CoDA is simply to state it as an issue. But please feel free to ask anything.	<b>17.00</b>	<b>17.30</b>
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