

CODA UK National Service Committee (NSC)

Annual General Meeting

Saturday 7th March 2026

10am-3pm

AGENDA & MINUTES

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; Jon, Vice Chair; Annie, NSC Treasurer, Bank Signatory & Public Liability Insurance Rep; Bryony, Meetings list secretary (outgoing); Rochelle, CoDA Service Conference (CSC) Delegate, Sponsorship Rep, 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; Mali, General NSC Member

NSC Committee Member positions currently unfilled: Secretary; Meetings List Secretary; Literature Secretary (see also 6 below – other positions are available, these are just the main service area vacancies)

Volunteering in NSC service: Julia (Meetings List); Bryony (Meetings List); Jason (Comms)

Attendees

Andy, Chair & Bank Signatory & GSR Canterbury

Jon, Vice Chair

Annie, NSC Treasurer, Bank Signatory & Public Liability Insurance Rep & GSR Birchington

Bryony, Meetings list secretary (outgoing)

Rochelle, CoDA Service Conference (CSC) Delegate, Sponsorship Rep, Website team & Bank Signatory

Kate, Comms, Website & Public Information/Hospitals & Institutions (PI & H&I) & Alternate CSC Delegate

Mandy, CSC Delegate & GSR Nethergong

Gillian, Bank Signatory & GSR Stocken Heath

Julia, Meeting list volunteer & GSR Exeter

Vicky, GSR Bristol

Mario, GSR Guildford (Sat AM)

Vince, Visiting

Don, General NSC Member & GSR Tuesday Online “in this moment”

Mali, General NSC Member

Apologies: Philip F

<u>Agenda item</u>	Start	Finish
<p>1 Welcome, moment’s silence, 12 Traditions, 12 Service Concepts and Sharing Guidelines. Reminder of 30 second time out with serenity prayer if anyone requests.</p> <p>Appointment of a spiritual timekeeper</p> <p>Appointment of a volunteer to take notes 15 mins</p>	10.00	10.15
<p>2. Introductions and Feelings check in (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.</p> <p>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.</p> <p>Establish members eligible to vote 15 mins</p> <p>VE: 11 at 10:25</p> <p>VE: 12 at 10:40</p> <p>VE: 13 at 11:42</p> <p>VE: 12 at 12:48</p> <p>VE: 11 at 12:50</p>	10.15	10.30
<p>3. Last NSC minutes 15 mins <i>see attached, Dec 2025</i> – these were approved at the end of that meeting. Are there any questions?</p> <p>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:</p> <p><i>Mar 2025</i> Review NSC’s data protection (GDPR) arrangements & practices including mailing list/s and newsletter mailing programme. Originally: Tim, Andy & Bryony. Bryony stood down and Rochelle volunteered to reflect.</p> <p><i>Jul & Sept 2025</i> Suggestion that NSC members and GSRs share about their roles and experience/service in future newsletters (some done) – ongoing.</p>	10.30	10.45

<p><i>Jul 2025</i> Suggestion of a possible joint meeting between NSC and IN&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. <u>Update:</u> suggested/implied from extra NSC meeting 17th Jan 2026 to defer this until related decisions have been made</p> <p><i>Jul & Sept 2025</i> Need for NSC constitution/procedures/byelaws including voting procedures (independence from IN&R voting where relevant). Annie, Rochelle and Andy volunteered to assist in starting the process. Julia and Bryony volunteered to reflect.</p>		
<p>4. Subcommittees & service areas: reports & updates from members in service At Chair's discretion, 30 second timed shares following verbal summary of reports</p>		
4a. Sponsorship Committee 15 mins	10.45	11.00
4b. Member Networks/CoDA Outreach Groups <i>no-one in service</i>		
<p>4c. Literature 10 mins</p> <p><i>See attached. Part of one proposal at 8b below is also relevant.</i></p> <p>Additional meeting to be arranged to review and discuss the literature report and proposal from the supplier (to be carried forward)</p>	11.00	11.10
4d. Public Liability Insurance (PLI) <i>No-one in service</i>		
<p>4e Meetings list 10mins</p> <p>Discussion for task force to be implemented to discuss meeting complaints.</p> <p>Update links within meetings page to deal with disagreements.</p>	11.10	11.20
<p>4f, g & h Website; Communications; Public Information (PI) and Hospitals & Institutions (H&I) 25 mins</p> <p><i>See attached (separate PDF)</i></p>	11.20	11.45
<p>4i. CoDA North & Regions 10 mins</p> <p>No current representative to the NSC. Any updates?</p> <p>Update provided by Gillian A</p> <p><i>See attached, and proposals at 8b</i></p>	11.45	11.55
4j. London & South East Region <i>not currently running</i>		
10-minute break (may be moved if earlier timings change)	11.55	12.05
4k. Chair's report 15 mins <i>See attached.</i>	12.05	12.20
<p>5. Treasury 20 mins <i>See attached.</i></p> <p>Prudent reserve to be reviewed for next NSC meeting and fellowship service manual for guidance</p>	12.20	12.40
<p>6. Service positions vacant etc 20 mins</p> <p>Discussion if needed; votes</p>	12.40	13.00
Vote in our existing CSC Delegates for this year		

<p>Key positions vacant:</p> <ul style="list-style-type: none"> • Secretary • Literature Secretary • Additional Alternate CSC Delegate(s) • General NSC Members • Meetings List Coordinator/s • Bank Signatories <p>Also volunteering – informal service roles, to join teams working on communications, public information/hospitals & institutions, meetings list, sponsorship.</p> <p>Julia volunteered for meetings list coordinator, seconded by Rochelle VE: 12 For: 12 Against: 0 Abstentions: 0</p> <p>Kate F – Stepped down as Comms, Website & Public Information/Hospitals & Institutions (PI & H&I) & Alternate CSC Delegate.</p> <p>Ratify our vote for our 2026 CSC VE delegates (2 reps and 1 alternate)</p> <p>Rochelle: VE: 8 For: 8 Against: 0 Abstentions: 0</p> <p>Mandy: VE: 8 For: 6 Against: 0 Abstentions: 1 Unknown: 1</p> <p>Voted in as CSC (Alternate)</p> <p>Emily: VE: 7 For: 7 Against: 0 Abstentions: 0</p> <p>Later in the meeting it was agreed to remove one vote from all voting on CSC delegates due to a conflict of interest, as the vote was cast by a member of the committee of another voting entity. Numbers shown are with this vote removed, so are independent of the other VE.</p> <p>All available positions, including shared ones: https://codauk.org/nsc-service-positions/</p> <p>Shadowing roles before choosing to take them on is welcomed, and sponsorship into new roles is available.</p> <p>Nominations for service positions can only be accepted if the member is present in the meeting.</p>		
<p>7. CoDA Service Conference (CSC) 20 mins <i>Possibly set CSC prep meeting date/s – as guided by CSC Delegates</i></p>	<p>13.00</p>	<p>13.20</p>
<p>10-minute break (may be moved if earlier timings change)</p>	<p>13.20</p>	<p>13.30</p>
<p>8. Agenda items see attached 30 second timed shares</p>		

8a Proposal – digital literature pack for face-to-face and hybrid meetings 20 mins <i>Continued from December NSC meeting – see attached</i>	13.30	13.50
8b & 8c Proposals continuing from 17th January additional NSC meeting 13 members attended. There were many shares on the relationship between the National Service Committee and Intergroup North & Regions and the past funding between them . Notes were taken, available to members who were present at the meeting. Several proposals were made and discussed; none were seconded, and some were not fully formed. The members who put them forward were invited to craft them further and submit them. 8b to be recrafted by Andy & Bryony 8c to be recrafted by Kate F 2 updated proposals received, 20 mins each <i>See attached</i>	13.50 14.10	14.10 14.30
9. Any Other Business (AOB) 20 mins Impact of Kate stepping down from position of office – Would like to continue in service role but step away from being a voting member and Positions to be advertised for vacant roles Additional meeting to be arranged to review and discuss the literature report and proposal from the supplier.	14.30	14.50
10. Future NSC meetings for 2026 Dates to set: <ul style="list-style-type: none"> CSC preparation meetings (covered in 7 above if needed) Dates already agreed: <ul style="list-style-type: none"> Next NSC inventory meeting: Saturday 21st March 1.30 – 3.30pm (continuation dates are agreed at each) Quarterly NSC meeting Saturday 6th June 1 – 5pm Quarterly NSC meeting Saturday 5th September 1 – 5pm Quarterly NSC meeting Saturday 5th December 1 – 5pm 	-	-
11. Agree actions onscreen so minutes can be circulated straight away 8 mins	14.50	14.58
12. Close – Promises and long form Serenity Prayer 2 mins	14.58	15.00
Date of next quarterly meeting: Saturday 6 th June, 1 – 5pm		
Future Business: <ul style="list-style-type: none"> See relevant items in 3 above Members are reviewing the “All About the NSC” page content and will bring a redraft to a future meeting 		
Ask It Basket Session	15.00	15.30

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.

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