**Minutes**

**Probation Sub-committee meeting at GSO**

 **Saturday 26th September 2020**

**(Online via ‘Zoom’)**

**Attendees**:

Maxine W. (Trustee)

Neal C. (committee member)

Gareth P. (committee member)

Tessa S. (committee member)

Tom Fox (NAT)

1. **Welcome, Preamble, 12-Traditions**
2. **Apologies** – none
3. **Approval of minutes of meeting 30th May 2020.**

These minutes were approved; there were no matters arising.

1. **Discussion of any recent activity (not covered in earlier CJS meeting)**

No additional activity was discussed.

1. **Terms of reference**

It was agreed to adopt the TOR version circulated to committee members in July. This version will be dated September 2020 and stored in the Probation section of the AAGB website. It was noted that this may need to be changed following the outcome of current work being done by the Board on safeguarding.

1. **Chit system**

As queries about operating the chit system for online meetings are being fielded by Steve. at GSO, Gareth will liaise with Steve to compare notes and provide guidance for Steve to use.

1. **New poster**

 **Gareth** suggested the wording - “Would I be here if I hadn’t been drinking?”

**Maxine** asked that modern images and colouring are used and also that this agenda item is included in the November meeting when it can again be discussed with Regional and Intergroup Liaison Officers.

1. **Future activity**

Neal will continue to liaise with PHE and Midlands NPS/CRC where efforts are being made to start a chit system pilot.

**Zonal meetings for 2021 are planned as follows:-**

Location: **Warrington**

Meeting Date: 7th March 2021

Venue: Hallmark Hotel, Knutsford Old Road, Warrington

Location: **Cambridge**

Meeting Date: 25th July 2021

Venue: Best Western, Bar Hill, Cambridge

Location: **Stirling**

Meeting Date: 26th September 2021

Venue: Stirling Court Hotel, University of Stirling, Airthrey Road, Stirling

Location: **Bristol**

Meeting Date: 24th October 2021

Venue: Holiday Inn, Filton Road, Bristol

1. **Website**

**Gareth** has been liaising with Sharon at GSO regarding Covid-19 guidance and past copies of minutes.

It was mentioned again that the existing Probation Liaison Officers’ Handbook (2015) is very lengthy and out of date and is therefore in need of a thorough review.

1. A**.O.B.** – none
2. **Close and Serenity Prayer**