

Chester World Development Forum

Minutes of the Committee Meeting held by Zoom session on Monday 6 July 2020:

1 **Welcome:** TG chaired the meeting

Present: TG, BP, JT, VJ, AM and LC

Apologies: GG - BP will ring him tomorrow to give him update

2 **Minutes and matters arising:**

- Committee 8-6-20 – All red entries have been completed
Follow-up issues include:
 - CWDF Leaflet: Concern that not enough land mass shown in the world image on the front of the flyer. AM pointed out that on the original image sent to Ian there was in fact much more land mass displayed. Decided that should research world images further. VJ to ask GM if she knows of suitable world images. Re the speech bubbles – these can easily be moved. JT suggested that we could tailor the back of the flyer to use in specific events. Decision made that the original sub-group plus JT (if he wishes to come) should meet in AM's back garden to finalise the ideas
 - Racial awareness issue: Concern expressed that the only person from CAMCC to ever attend meetings is Elizabeth Bott and so there is little active involvement with Asian and ethnic minority groups. LC will explore possibility of us being more involved with CAMCC via Abdun Noor and Elizabeth Bott

3 **Finance & administration issues, including:**

- Current bank balance: JT received two CWDF subscription renewals from Sue Bownas, on behalf of CAFOD and Chester Fair Trading and will pay in the £30 as soon as he can get to the bank. This will give our funds a small but welcome boost. He estimates we will then effectively have a total of £332.74.
- 2020 subscriptions: JT has sent round an updated list. It seems unlikely that any further subs will come in now. If anyone sees Elizabeth Bott please could she be reminded about the sub for CAMCC? TG was to get contact name for Wesley. He thinks the contact would be Linda Turner in the office. TG will email her to ask if she would be contact

4 **Working with Zoom:**

GM gave us a lesson in how to use Zoom features. There was some very useful feedback following BP's note sent round to members.

- Feedback from members (notes previously circulated) included security issues, muting people giving one person chance to speak without interruption and to cut out extraneous noise from people's houses, making sure there is a good chair person, switching off video to reduce use of internet bandwidth whilst a speaker is presenting, use "chat" for questions, beware of sharing details of Zoom meetings on social media and always use the "waiting room" system.

- Feedback from FoE session with Chris Matheson: Those of us who attended this session felt it was rather disorganised not least because the “host” kept getting cut off. Seemingly too many people for the internet bandwidth. Too broad in content also with so many different strands for Chris to pick up on.
- Key lessons for future Zoom sessions? Important not to gloss over difficulties. There can be technical difficulties which are relatively easy to solve if you know how. Bandwidth can clearly be a problem if the session involves too many.
- Arranging a trial session with willing members – how and when? 15 CWDF members have responded Suggestion is 14th July which would be our bi-monthly meeting. BP suggests it should be a fairly loose session discussing the feasibility of Zoom. GM to host and TG chair. **BP to email GM to see if she is available to host.** Participants to introduce themselves – just 2 sentences and then invite people to share issues of concern. Also invite people to comment on what they would like for future sessions.

5 Future CWDF events, Zoom based:

- Forum Tues 8th September: Speaker + deferred AGM? GM to ask Namrata B about speaking at this meeting – a 20 minute talk and then Q and A. It would be useful if she could give us some idea of what she will talk about – her research for instance?
GM will set up link and BP send out. Very important that the link is not given to anyone outside CWDF. Members to reply to BP only and will be a maximum of 19 screens.
- Chris Matheson Q&A Thurs 1st October – how best to prepare and run. Chris to be invited to speak for approx 15 mins.
Suggested issues for him to talk about:
How is the new aid regime working?
Defra – food issue
How we can best make our voices heard on development issues?
Can we get to the advisors?
Liaison with NGOs
Which are most influential NGOs?
What is the best way of getting messages to Government
The Integration review
- Further suggestions? If Namrata cannot do the Sept meeting then LC will contact Stephen Maund

6 Arrangements for next email and surface mail circulations. After next week’s trial Zoom meeting **BP will do circulation.**

7 **AOB:** Issue of online petitions being forwarded when we may have already received them from the organisation. **JT will make list of organisations which send out petitions and we can tick whether we already receive them**

8 Arrangements for next Committee meeting. – Mon 3rd August via Zoom