

## **Bowen Association UK – Minutes of Committee Meeting**

**Held: 17<sup>th</sup> & 18<sup>th</sup> June 2025 at 19.30 -21.00 hours (Zoom meeting)**

**Attendees:** Fiona Webb (FW), Paul Dunn (PD), Veena Lidbetter (VL), Steve Ludbrook (SL), Penny Rowe (PR), Christine Richardson (CR), Raluca Lupu (RL), Veronica Horgan (VH), Anna Hitherley (AH).

**Apologies:** None

Note – this meeting was held over two evenings to ensure all Committee members were able to review the proposed Governance documents.

### **Agenda:**

1. Minutes of last meeting
2. Matters arising
3. Review proposed Constitution, Code of Conduct and Appendix 5

### **Item 1 – Minutes**

Accepted

### **Item 2 - Matters arising:**

None.

### **Item 3 – Review proposed Constitution, Code of Conduct and Appendix 5**

FW and VH had prepared the proposed draft Governance documents. Two versions were shared, one with all changes annotated and one with these embedded.

Various wording and amendments were discussed and agreed.

It was agreed that both versions would be shared with the membership, for those who like to see the detail of changes and those who prefer to see just the final version.

Action1: FW to finalised drafts and send to Sheila Whyles to be issued to the membership.

Meetings closed 9pm and 9.30pm

### **ACTIONS**

Date	Action	Activity	Outcome	Comment

17/06/2025 18/06/2025	1	<b>Fiona to send final draft Constitution to Committee</b>	Completed	
22/01/2025	1	<b>Fiona to send highlighted Constitution to Committee</b>	Completed	
08/10/2024	1	<b>RL: Send Covid, memory articles to Committee and Sheila.</b>	Completed	
	2	<b>SL: Send link to John Garfield's Bowen Worldwide Group</b>	Completed	
	3	<b>FW/PD progress Ambassador role with HP</b>	Work in Progress	
	4	<b>Propose amendments of Constitution before AGM</b>	On hold	CNHC QA request, decided to hold amendments exercise to capture any CNHC implications.
10/04/2024	1	<b>FW. Facebook closure</b>	TBActioned	Do members still want it/a discussion group? Ask at AGM.
	2	<b>FW. Discussion group to be established on BAUK website</b>	Work in Progress	Assessing demand and technicalities, assuming 1 above is Yes from members.
	3	<b>FW. Zoom upgrade</b>	Completed	Business Pack for 100 attendees purchased.
	4	<b>Regional meeting to be finalised</b>	Completed	Held in Peterborough 15 <sup>th</sup> June
	5	<b>PD. Prepare future 2<sup>nd</sup> Magazine</b>		
	6	<b>PD. Write a committee (short) article on areas covered in last quarter.</b>		
28/2/24	1	VH will liaise with Helen Perkins and organise the event with the intention of holding this prior to the Zoom AGM (likely in June 2024).		On going see A4 above
	2	FW to ask original managers of the existing Facebook accounts to close or set as dormant		FW is authority see A1 & 2 above
	3	AH has found a business module developed in Australia and will send info to FW/PD.		Completed
	4	FW/PD to pass (A3) information to BTUK.		FW to pass details to BTUK

	5	FW/PD to look at Zoom upgrade or alternative NB needs to be platform independent		Ongoing
8/1/2024	1	AH to share with PD and FW recent examples of such modules for information purposes.	Discussed at 28 <sup>th</sup> Feb meeting.	Sending ideas to BTUK
	2	FW to work with VL and SW to review the membership distribution in the UK, looking for regions with 90 min travel demands (50-60mile radius)	Concluded to start as Peterborough centric	Closed
	3	Committee members to produce articles or short questions on topical areas that can be shared in the e-Newsletter and/or Magazine	SL has produced one on nutrition.	Open invite
	4	FW to email all committee members to determine best day of the week and time of the day to hold a 1hr meeting	Completed: Wednesday after 7pm most suitable.	Closed