

## Action Points from SECA steering group - Monday 4<sup>th</sup> March - Unitarian Church, Horsham

Item	Issues covered	ACTIONS
<b>1. Introductions</b>	<ul style="list-style-type: none"> <li>New member intros.</li> </ul>	<p>See attendance list at end of this note. Please contact Sally on <a href="mailto:southeastclimatealliance@gmail.com">southeastclimatealliance@gmail.com</a> if I have got you in the wrong group or I've got your details wrong! <b>ALL</b></p> <p>NB Sally will create a spreadsheet with all steering group contact details on the SECA googledrive <b>SALLY</b></p>
<b>2. Communications/ social media</b>	<ul style="list-style-type: none"> <li>Update since last meeting on Website, Twitter, FB</li> <li>Need to let membership know about these, and to disseminate</li> <li>Are there any issues to do with running these?</li> <li>Is Googledrive working ok</li> </ul>	<p>Agreed these ground rules on communications:</p> <ul style="list-style-type: none"> <li>Emails within steering group (SG) – send these on a need to know basis, not blanket. Use tags in header- for action, for comment, for review, for info</li> <li>Emails to whole of SECA – there will be 2 types- ‘newsletters’ and ‘calls for action’. Need to use bcc carefully and take care of data protection.</li> <li>Facebook – not everyone uses this, so it is definitely not for essential communications. But it does have a useful social media function for campaigns, discussion, stories etc. So provisionally agreed to open up FB group to make it a public page. Benefits probably outweigh the risks. We need people to post and moderate this: <b>CLIVE and GEOFF will be interim moderators plus any other volunteers we can find. CARRIE- did you agree to be involved? ALL need to look for volunteers to help with Facebook. Timing of change to public to be discussed.</b></li> <li>Website – <b>GEOFF</b> is happy to be the main editor. Send suggestions for the website to him <a href="mailto:Geoff@barnards.plus.com">Geoff@barnards.plus.com</a></li> </ul> <p>2 suggestions for website: add the global map of declarations to the front page; have a button to take people direct to ‘Write to Them’ website <b>GEOFF to consider</b></p> <ul style="list-style-type: none"> <li>Twitter – <b>GEOFF, JAY, CLIVE and MICHELE</b> will post. This will be important way of engaging with the public/businesses/organisations etc <b>GEOFF to share logins</b></li> <li>Googledrive – any problems with logging in let Geoff know.</li> <li>Newsletter –<b>CLIVE</b> will prepare the next newsletter to SECA following this meeting and liaise with <b>SALLY</b> on what to put in it.</li> </ul>

<p><b>3. Membership list and mailing list</b></p>	<ul style="list-style-type: none"> <li>• Update on new member groups.</li> <li>• Would be good to have a list of member groups with key contacts, etc.</li> <li>• How do we manage the individual and group mailing lists from now on? (Do we have a central list? Who can access it? Mailchimp or Gmail?)</li> <li>• Are political parties allowed to be member groups?</li> </ul>	<ul style="list-style-type: none"> <li>• <b>New groups:</b> Keep Wisborough Green, CPRE Sussex, Greening Westbourne, Sustainability Centre (East Meon), Green Spirit Horsham. There is now a list of affiliated organisations on Googledrive – contact Sally with any new groups. She will add to the googledrive, and let Geoff know to put on the website. We need the name of the group, URL, FB, Twitter, and phone/email of one key contact. <b>GEOFF</b> to create a contacts group on the SECA Gmail account so we can easily send emails to SG members, or SECA member groups.</li> <li>• <b>Ideas for new groups</b> to approach: <b>TONY</b> Sussex and Surrey Wildlife Trusts; <b>NICOLA</b> FOE, Greenpeace local groups, Weald Action Group; <b>CLIVE</b> WI ?, <b>Everyone</b> to think of other groups to approach and go ahead and contact them. Schools are also a possibility, with heads agreement.</li> <li>• <b>Wording:</b> change our description from an ‘umbrella group for environmental groups’, to an ‘umbrella group for environmental and community groups and concerned individuals ‘ or similar- <b>GEOFF</b> to decide and alter on website.</li> <li>• <b>Individuals:</b> – Carrie, Catherine and Viv are managing the main mailing list. We will transfer it to mailchimp and ensure data protection messages etc are included on website <b>CARRIE and GEOFF</b> to liaise</li> <li>• <b>Political parties:</b> there was discussion over this. We agreed that we will not allow political parties to affiliate to SECA, but of course any individual is welcome to join.</li> </ul>
<p><b>4. Feedback on councils</b></p>	<ul style="list-style-type: none"> <li>• See progress summary on Googledrive</li> <li>• Any contacts with other councils?</li> <li>• Any other important contacts made?</li> </ul>	<p><b>Checklist:</b> There is a checklist of progress toward declaring a climate emergency (DCE) for all County and District Councils in Surrey and Sussex on SECA googledrive (in Specific Councils folder). There is a summary of this on the website on the campaigns page. We ran through this. The biggest news is that Jonathon is putting forward a DCE motion to Surrey County Council on 20<sup>th</sup> March.</p> <p><b>SALLY and GEOFF</b> to update this checklist and website.</p>
<p><b>5. Discussion about strategy following Jonathan Essex call</b></p>	<ul style="list-style-type: none"> <li>• See summary of Zoom call attached to the agenda email for this meeting</li> </ul>	<p>We went through the key points from the call with Jonathan. Agreed to carry on with plans to campaign for DCE at both county and district level.</p> <p>Jonathan suggested creating a sub-group of individuals interested in discussing details of what makes an effective CE motion, and how best to galvanise followup. <b>JONATHAN to lead with MICHELE, TONY, ALISON, JAY, GEOFF</b></p>

<p><b>6. County councils next steps?</b></p>	<ul style="list-style-type: none"> <li>• Which county councils are we targeting?</li> <li>• Working with councils - who does what?</li> <li>• How do we mobilise the member groups to take action – what do we want them to do (e.g. Letter writing campaign)?</li> <li>• Demo 5<sup>th</sup> April WSCC – who can organise?</li> </ul>	<p><b>NB THIS IS OUR CAMPAIGN PRIORITY FOR THIS MONTH, MARCH 2019</b></p> <p>We are targeting Surrey and West Sussex County Councils for now.</p> <p><b>SURREY CC</b> DCE (declaration of climate emergency) motion due on 20<sup>th</sup> March 2019. To be proposed by Jonathan Essex (Green Party).</p> <p>There is not much time, but Carrie will contact Dorking (Pat Smith and Belle Hard) to ask them to reach out to other environmental and community groups in Surrey and try to get a letter writing campaign to county councillors off the ground, asking them to support the DCE motion. <b>CARRIE, BELLE, PAT NB Wait until this Friday 8<sup>th</sup> March to start writing letters as the motion will not go public until then.</b></p> <p><b>WEST SUSSEX CC</b> DCE motion due on 5<sup>th</sup> April, proposed by Michael Jones (Labour).</p> <ul style="list-style-type: none"> <li>• <b>Amendments:</b> the motion is reasonable, but could be made stronger by amendments (eg by linking to the budget, planning training for councillors, making wording stronger) We have councillor contacts who may help with this, but we need to be careful about not alienating Michael Jones or any of the parties. Jay and Jonathan pointed out that the DCE is the first step for the council and indicates a wide commitment. It can then be built on afterwards in layers- we don't need to try to get everything in at once. Discussion on tactics, then we agreed that <b>SALLY, JAY and TONY</b> will get together/phone this week to look at amendments to improve the motion, and how to best to influence things.</li> <li>• <b>Letter writing campaign:</b> <b>GEOFF</b> will pull together a 'call to action' email to send out to SECA member groups, and to the mailing list to mobilise them to write to their councillors to support the DCE motion and get friends and contacts to do likewise. <b>ALL to follow through and mobilise our own groups.</b></li> <li>• <b>Demonstration:</b> We agreed it would be good to mount another demo on Friday April 5<sup>th</sup>, the day of the council meeting at Chichester, to drive the message home. <b>MICHELE</b> will organize with Worthing CAN and disseminate info via Facebook (<a href="#">event page</a> already set up) <b>ALL to get there if we can and mobilise as many others as possible</b></li> </ul> <p><b>EAST SUSSEX COUNTY COUNCIL</b> We are not aware of any DCE motions being proposed at ESCC. <b>JAY</b> will do some exploring to see whether he can find out any more.</p>
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<p><b>7. District councils/ local elections next steps?</b></p>	<ul style="list-style-type: none"> <li>• Do we stick with plan to put pressure on district councils via upcoming election – if so how?</li> <li>• Approaching political parties</li> <li>• Local campaigns/Posters/pledges</li> <li>• How do we mobilise the member groups to take action?</li> </ul>	<p><b>NB THIS WILL BE OUR CAMPAIGN PRIORITY FOR APRIL 2019</b></p> <p>Agreed that we stick to the plan of campaigning at district level as well as county, and to use local elections for our focus. Polling day is May 2<sup>nd</sup>.</p> <p><b>Contacting political parties re campaign literature:</b> Steyning 10:10 has started contacting all 4 main parties saying SECA will be campaigning and suggesting they may like to include their support for DCE in their campaign literature, and have photos of candidates with our SECA pledge card See SECA website <a href="https://seclimatealliance.uk/wp-content/uploads/2019/02/Pledge-card.pdf">https://seclimatealliance.uk/wp-content/uploads/2019/02/Pledge-card.pdf</a></p> <p>Boosts to this initial contact will be helpful. We need to try to get awareness to the whole party machine over the region if possible.</p> <p><b>JAY</b> will contact Morwen Millson Lib Dems</p> <p><b>NICOLA/CARRIE</b> will talk to Jeremy Quinn Conservative</p> <p><b>ALISON</b> will talk to Labour contacts. (Caroline Fife in Steyning is on board)</p> <p><b>CATHERINE</b> will contact Greens</p> <p><b>Local election letter writing to candidates and pledge campaign April 2019</b> We can discuss this at our next SECA steering meeting and will need to mobilise quickly again then. But best to leave this for now so as not to confuse people.</p>
<p><b>8. Media strategy</b></p>	<ul style="list-style-type: none"> <li>• How do we make a splash with local/national press/radio/TV?</li> </ul>	<p>Agreed it would be best to divide up efforts and take advantage of our respective media contacts:</p> <p><b>Sarah Sharp</b> has good contacts in Chichester</p> <p><b>Nicola and Carrie</b> have press contacts in Mid Sussex</p> <p><b>Michele</b> has contacts in Worthing</p> <p><b>NICOLA</b> to come up with a suggested timeline for potential stories (e.g. County campaigns in Surrey and W Sussex, Demo in Chichester, District campaigns in local elections)</p> <p>Its probably best to have a small SECA media group to discuss SECA press releases before they go out – suggest this is <b>Nicola, Carrie, Michele, Geoff</b></p>
<p><b>9. Date of next meeting</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>	<p>Sally has sent out a Doodle poll to find a date/time. Here's the link again: <a href="https://doodle.com/poll/8kv8cz6ghhzxt363">https://doodle.com/poll/8kv8cz6ghhzxt363</a></p> <p>Please respond ASAP <b>ALL</b></p>

Cont'd...

## Attendance list

<b><i>Present (on main steering group list) :</i></b>	<b><i>Organisation</i></b>	<b><i>Role</i></b>
Geoff Barnard	Steyning 10:10	Chairing meetings. Website. Media. Facebook.
Sally Barnard	Steyning 10:10	SECA Coordinator <a href="mailto:southeastclimatealliance@gmail.com">southeastclimatealliance@gmail.com</a>
Carrie Cort	Sussex Greener Living, Billingshurst	Managing membership/ mailing list. Media.
Catherine Edminson	Cuckfield	Helping Carrie with mailing list
Mark Francis	Horsham Green Spirit	
Michele Furtado	Worthing CAN	
Clive Margolis	Env writer, Brighton	Newsletters and helping with Facebook
Alison Marshall	Transition Horsham	
Jay Mercer	Horsham repair café, Kinder Living	
Nicola Peel	Env educationalist, Horsham	Media
Ronnie Reed	Steyning 10:10	
Tony Whitbread	Steyning 10:10, Storrington	
<b>Apologies (steering group)</b>		
Pauline Cory	TTWorthing	
Karen Park	Ecochurch, Horsham	
Belle Hard	TTDorking	
Pat Smith	TTDorking	
Brian Gill	Worthing CAN	
Emma Cameron	Worthing CAN	
<b>Present and receiving minutes</b>		
Jonathan Essex	Surrey County councillor, Reigate DC,	
<b>Observing</b>		
Maria Curtis	Minister, Horsham	
Helen Whittington	Quakers, Horsham	
Patrick Wynn-Jones	Unitarian Church, Horsham	