

BRANCH LIAISON SECRETARY

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Officers' Newsletter 199

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Dear All

A slightly belated Happy New Year as we are nearly at the end of January already. I hope this will be a much better one than 2020 with some more positive news that will allow us all to get back to a better 'normality' as the vaccination program is rolled out and the pandemic reduces in scale and severity. It will take time. There are a few subjects for sharing in this edition – all fairly routine but some do require a response so please note where they apply to you and respond accordingly.

Society Insurance for 2021

The Society's insurance Policy Schedule and Public Liability Certificate for 2021 is now available and a copy of either (or both) can be provided on request.

The cover for portable branch digital equipment (eg digital projectors, laptops, PA systems) is on the basis of new for old and attracts an excess of £250.00. There is cover too, as last year, of up to £5,000,000 under public liability for events (eg exhibitions) and up to £10,000,000 for employers' liability.

It is important to note that details of the policy are strictly confidential to Society Officers and should **NOT** be automatically distributed more widely to third parties.

Please send any updates relating to branch equipment as soon as possible after purchase or disposal so that the records can be amended accordingly – preferably by email, to liaison@rcts.org.uk.

Officers Newsletter Index

The Newsletter Index has been updated to include the fourteen newsletters circulated in 2020 and is available on request. The index goes back to February 1997 before the current numbering system which started in 2000. Both the index and all the newsletters are available electronically on request – email liaison@rcts.org.uk if you would like a copy.

The information contained in this newsletter is for use of RCTS Officers and Members only and should not be communicated outside of the Society

GDPR compliance

It is a while since the General Data Protection Regulation (GDPR) was passed into law in May 2018 and one of the requirements is to make sure that consent to hold any information that the regulation applies to is updated periodically. With increased use of electronic communication, particularly over the last few months, this is a good time to remind everyone including branches that they need to both make sure that members continue to opt-in to inclusion on branch electronic contact lists and that anyone on those lists is reminded that they can opt out if they wish.

So if you are refreshing the permissions for your contacts information, please do not forget to keep a record that you have done so. There are more details in the **GENERAL DATA PROTECTION REGULATION (GDPR) 25 May 2018 - Guidance for RCTS branches** which was circulated as part of Newsletter 158 in April 2018 and is included as Section 12.02 of the Officers Handbook which is available on the members' pages of the RCTS website for reference.

Branch AGM (or equivalent) Minutes for 2020

Thank you to all those branches that have already provided their Branch AGM minutes – or equivalent, for 2020. This is also a quick reminder to those who have not yet done so to please let me have these as soon as possible, whether this is full minutes or an alternative format, for example as suggested in Newsletter 197 for those branches that have had difficulties in holding meetings of any sort in recent months whether face to face physical meetings or virtual meetings. All branches should be able to provide something so please contact me if there is a problem so that we can discuss the options and find a solution.

Zoom Meetings – Attendances

Another branch attendance record for a virtual meeting broken! There were 103 people registered as present at the Surrey Branch meeting on Thursday 21 January 2021. This just shows what can be achieved with the right advertising and a subject that clearly appealed to a wider audience. There are still the occasional issues with the technology and internet connections but we are all getting more used to virtual meetings and better at using the tools that come with Zoom. There is help to set up and run virtual meetings for branches who would like it. Contact webmaster@rcts.org.uk and ask.

And Finally.....

It seems a long time since we were last able to meet in person and I for one am looking forward to a return to physical meetings. It has taken longer than any of us would have hoped and we have to obey the rules for keeping everyone safe. In the meantime it has been good to meet up with quite a few via Zoom meetings and I plan to attend some more branch meetings that way in the near future (the Society Treasurer does not have to worry about my travel expenses for attending virtual meetings) and I hope it will not be too long before we can start meeting in person again.

In the meantime, keep safe and keep well.

Kind regards

Irene