ACTIVE ACTION ITEMS

	Action	Who	Status
1.1	Arrange additional signatories on bank account.	Chair	4 Oct: Chair's application to create payments was returned as it needs additional signatures; to be resubmitted Monday. Graham's signatory form has been sent but not yet processed – Chair to call the bank Monday. 5 Sep: Tom (Treasurer) did not wish to become a signatory. A new signatory application has been submitted (not yet processed); Graham's details received and will be submitted. Bev assisting with payments in the meantime. 5 Jul: Still awaiting bank confirmation. 6 Jun: Imogen has resubmitted Frankie's application and is waiting on details from Tom. The bank will contact

			them directly 1 Feb. In progress. Frankie to be added to signatories. 3 Jan: New
4.1	Follow up on accounts with Thomas	Treasurer	4 Oct: The Chair will take this over for now. 5 Sep: No update. The EC may need to take this over. 5 Jul: No update. 2 May: Treasurer to contacted remaining branches for accounts (blank if necessary) 12 Apr: New
4.3	Apply for bank cards from Unity Bank	Chair, Treasurer	4 Oct: Waiting until the Chair is on the bank account. 5 Sep: Bank card forms to be submitted now that the signatory application has been made. 5 Jul: Still awaiting bank confirmation. 6 Jun: Imogen has the forms for a corporate card for herself. She

			will only apply for her own card; others can apply once they are on the bank account. 2 May: Ongoing 12 Apr: New
4.4	Fundraising: investigate to organise raffle	Treasurer, P&C	4 Oct: Paused. 5 Sep: Paused until contact is re-established with Tom (Treasurer). 5 Jul: No update. 2 May: Meeting to be arranged 12 Apr: New
4.7	Prepare paper for EU-UK MPs on overseas voter issues	Chair	4 Oct: See 7. Campaign topics – EU survey closing this week; paper to be drafted from the results. 5 Sep: EU survey group meets 11 Sep to agree analysis, format and distribution. Unlikely to be ready for September. 5 Jul: Graham will find an owner to convene a meeting to finalise the survey summary. 6 Jun: Paper to

			be addressed in time for delivery in September. 12 Apr: New
9.1	Confirm that Bev has been fully reimbursed for payments made on LI's behalf and pass on the EC's thanks.	Chair	4 Oct: Bev has not yet been reimbursed (over £2,000 outstanding) and is currently the only person able to create payments. Two officers will confirm approval by email so that Bev can make the transfer. 5 Sep: New
9.2	Write to members of the Representation of the People Bill committee expressing disappointment that amendments on overseas voter registration (e.g. automatic renewal, reminders) were not accepted.	Chair, P&C	4 Oct: Will be done when Parliament has returned. 5 Sep: New
9.3	Add a reminder to the weekly bulletin for members to respond to council electoral-registration renewal requests.	Secretary	4 Oct: To go in Monday's bulletin. 5 Sep: New
9.4	At HQ mtg, raise Labour support for overseas voters (e.g. letters from the Deputy Leader) and the members' area.	Chair, Secretary, Membership	4 Oct: HQ's follow-up shows limited commitment to an overseas voter registration campaign. 5 Sep: New

9.5	Propose autumn meeting dates for the Overseas MPs and Voter Registration working groups.	Chair	4 Oct: Overseas MPs groupmtg arranged. Voter Registration group: late October. 5 Sep: New
9.6	Bring the proposal for a parliamentary liaison/strategic planning role (or small team) to a future EC for discussion.	Secretary	4 Oct: To be combined with the discussion on motions (see 10.7). 5 Sep: New
9.7	Audit LI and branch Facebook pages/groups and other social media accounts (who controls them) and prepare a branding guide for branches.	Vice-Chair, Communications	4 Oct: In progress. Follow-up with branches on account ownership still needed; delayed by changes in office. 5 Sep: New
9.8	Arrange social media (and possibly website) training for members in September.	Chair	4 Oct: Balen will run the training; proposed for 20 Oct – Chair to confirm with Balen. 5 Sep: New
9.12	Asia-Pacific branch: check where members are based, trial different meeting times, contact the member who attended, and organise individual outreach. Plan mtg for October.	Secretary, Vice-Chair	4 Oct: Next meeting at 19.00 Sydney time. 5 Sep: New
9.14	Arrange an internal discussion among interested members on European technology autonomy (and data centres/water use) and identify possible speakers.	Secretary, P&C	4 Oct: Discussion has moved towards “sovereign

			technology". Southern France branch meets next week; an informal LI discussion will follow. 5 Sep: New
10.1	Check the bank for the Costa Blanca branch's remaining funds (c. €200) and hold them for the branch.	Chair	4 Oct: New
10.2	Circulate to the EC Ashley's feedback on conference fringe activity and the UK2Zero leaflet.	P&C, Secretary	4 Oct: New
10.3	Reimburse Ashley for printing the UK2Zero conference leaflet (on receipt).	Chair	4 Oct: New
10.4	Upload the conference delegates' guide to Dropbox for reuse.	Chair	4 Oct: New
10.5	Build an annual/quarterly calendar into the 2027 development plan, including earlier conference planning (delegate selection, campaign messaging, leaflets, a possible stall or partner fringe event) and values-based guiding statements.	Chair, Secretary	4 Oct: New
10.6	Define how the Communications role will be split and find an owner for social media.	Secretary, Chair	4 Oct: New
10.7	Meet (Graham, Lakshmi, Frankie and others interested) to prepare a proposal for the GC on prioritising themes and routes for LI policy work (select committees/APPGs, NPF, campaigns), using a shared parliamentary calendar.	Secretary	4 Oct: New
10.8	Hansard Society training: send details to Lakshmi, confirm dates and book; attendee to run an internal session afterwards.	Secretary	4 Oct: New

ARCHIVE ACTION LIST

	Action	Who	Status history
9.9	Investigate secure options for branches to share meeting materials (e.g. proposed motions) online, including costs of a separate domain; report to next EC.	Secretary, Chair	4 Oct: Closed. Southern France only needed agreement to use a Gmail account to store branch documents – agreed. 5 Sep: New
9.10	Submit written officer reports for the 19 Sep LIGC by 15 Sep.	All officers	4 Oct: Closed. 5 Sep: New
9.11	Submit the UK2Zero conference motion to conference if CAC rejects the current motion in time.	Secretary	4 Oct: Closed. 5 Sep: New
6.1	Imogen will have a meeting with a group of MPs on Monday (8th June). She will raise the Winter Fuel Payment issue and ask for support on amendments.	Chair	5 Sep: Closed. Meeting held; contact email for the Winter Fuel Payment issue obtained but no reply yet. MPs were mainly focused on the UK–EU relationship. Closed 5 Jul: No update. 6 June: New
6.2	The EC will review the voting system and consider whether to use a more anonymous/secure platform. A proposal may be brought to the EC or GC for a decision on a consistent system.	Secretary	5 Sep: Closed. Eligo worked well for the conference motion vote (full STV) and is cheaper; proposed to continue using it. 5 Jul: New system (Eligo) in use for conference motion

			vote as a trial. 7.1: Waiting the performance of the June and July votes to determine as part of survey 6 June: New
6.3	Treasurer to pay outstanding debts: - MailChimp monthly payment (June) - Reimburse previous Chair for personal payments made for LI	Treasurer	5 Sep: Closed. Personal payments reimbursed (thanks to Bev). MailChimp not renewed – free replacement working; to be confirmed after the October newsletter. (Bev reimbursement: see 9.1) 5 Jul: No update. (Graham: MailChimp may not be renewed as a free system is under trial.) 26 Jun New
9.3	Resolve Dropbox login access issue.	Neil & Bev	6/Dec: Andrew has been removed from the Dropbox account and the Secretary now has admin control via the secretary account. Agreed to close the item. 2/Nov: Progress was reported on gaining access to the Dropbox account currently owned by Andrew Hopper, which requires a

			transfer of ownership. Imogen now has access.
9.5	Contact the Labour Party to formally notify them of the accounts delay and the reason.	Bev	1/Mar: Accounts delivered. Action to be closed. 3/Jan: Chair to check with Treasurer. 6/Dec Treasurer will email the final accounts to HQ to allow this to be closed. 2/Nov: Bev was not available in the meeting. Imogen will check on the status after the meeting.
11.1	Organise the NPF vote in November.	Graham	30 Nov: Election is now concluded. Action will be closed.
11.2	Obtain an updated membership list from HQ.	Graham	6 Nov: Updated list now received. Membership count now 1, 348. Action will be closed.
12.1	Karen (Membership) will produce a list of members who have left and joined (using the monthly HQ membership lists) so Neil (Comms) can update Mailchimp more systematically	Membership	1 Feb: List now being produced. Closed. 3 Jan: In progress 6 Dec: New
12.2	The EC will raise again with HQ in January the difficulty of obtaining simple “new/leavers” lists and the desirability of a standard welcome letter to new members	Secretary / Membership	1 Feb: List now being produced. Closed 3 Jan: Meeting arrange with HQ for

			28 Jan 6 Dec: New
12.3	Write to Labour HQ confirming acceptance of the offer and requesting next steps, including clarification on email/domain handling and analytics/traffic data.	Chair / Secretary	3 Jan: Offer accepted. Payment pending and migraton will happen ASAP after payment. 6 Dec: New
12.4	Circulate last year's LI CLP Development plan to EC members.	Chair	16 Apr: Closed as no longer needed 3 Jan: In progress; Dev plan to be sent to HQ in January. 6 Dec: New
12.5	Set up a Comms working group with an initial meeting in the first weeks of December to include Comms, Chair/Vice-chair, Secretary.	Communications	1 Feb: First meeting held. Action closed 3 Jan: Initial meeting held – actual WG requires review of pending tasksgrid. 6 Dec: New
12.6	Review the initial draft task grid and responsibility matrix.	Secretary	16 Apr: Closed as no longer needed 1 Feb: Transfer to Graham to circulate the proposed matrix. 3 Jan: In progress 6 Dec: New
12.7	Create structured folders in Dropbox for motions/policy.	Chair/Secretary	1 Feb: Completed. Action closed. 3 Jan: To be actioned as soon as access is

			established for Imogen 6 Dec: New
1.2	Add Imogen to Dropbox access list	Secretary	1 Feb: Completed. Action closed. 4 Jan: Access confirmed. 3 Jan: New
3.1	Arrange UK-EU survey	Secretary	6 Jun: A first draft of the paper is needed for early September, before party conference. Communications will be planned around it. Closed and replaced by action 4.7. 26 Apr: Survey responses now available. 1 Mar: New
4.5	Manage the LIEC roles and gender balance post-election	Secretary, Chair	2 May: Closed in AGM 12 Apr: New
4.2	Finalise budget for AGM	Treasurer	2 May: Approved at AGM 12 Apr: New
4.6	Manage NEC candidate nominations process (post AGM)	Secretary	5 Jul: Closed. Elections complete. 6 Jun: Election planned for June 2 May: Candidates contacted partially (elections start this

			week). Close 12 Apr: New
4.8	Check political party donation limit in UK.	Secretary	5 Jul: Closed. 500 GBP. 2 May: Check with treasurer on “in kind” rules. 14 Apr: Limit is confirmed as UKP 500. 12 Apr: New