

Guide to claiming expenses in order to attend Napo AGM and Conference:

The 2024 National Napo Annual General Meeting and Conference will be held at the Civic Centre in Newcastle upon Tyne from 2 pm on Thursday 10th October and will finish at 1pm on Saturday 12th October. The event is a hybrid event so you can register to attend online or in person.

All Napo members may attend this conference remotely or in person and you are encouraged to do so. Several officers from the current Family Court Section executive will be attending and we will support you in finding your way through AGM.

There are motions to be debated which directly affect Family Court Section members and were submitted by the Section executive. Whether or not you are attending the AGM, you are entitled as a member to vote for the motions you want debating so please go to the Napo website and vote for the motions which you feel impact you the most. [AGM | Napo](#) (The Family Court section motions are numbers 12, 13 and 14 on bureaucracy, workloads (two) and have been composited. Another motion which is to be automatically debated is thanking Cafcass for the action of senior management in responding to the far right protests in August and will have an amendment proposed to seek to encourage Cafcass to offer antiracism training.

There are a range of fringe meetings on Friday lunch time and early evening and the evening entertainment is back on Friday night in the hall.

Please visit the Napo website for more details about the conference and to register for either in person attendance or online attendance. [AGM 2024 | Napo](#) The Family Court Section executive has agreed to refund the cost of conference registration for family court members attending conference.

For those attending in person Napo will reimburse reasonable travel costs. Could members who are attending in person please travel to the event using the most cost-effective means, taking into account your personal health and safety and comfort. Usually this will mean **second class advance rail tickets**. For those travelling by car, expenses will be reimbursed at the agreed Napo rates (currently a maximum of 16.4p per mile). Please seek prior approval for any other mode of transport from one of the section Co-Chairs.

For those who require overnight accommodation, expense will be refunded up to a maximum cost of **£108 per night for bed and breakfast**. Note this price has been set after considering the price of accommodation available close to the conference centre. Members are able to claim the cost of accommodation if they would otherwise have to travel during unsocial hours to attend the conference and associated meetings. For members staying overnight, a contribution towards the cost of an evening meal, at the agreed Napo subsistence rates is claimable. If you are in any doubt about any of this, please speak to one of the Co-chairs. We aim to go out together on the evening of 10th October to eat at a local restaurant not too far from the Maldron hotel which is where our Co vice chairs and several members of the Section Executive are going to stay. (Currently available at £187 for 2 nights including breakfast). [Maldron Hotel Newcastle | Get the Best Deals by Booking Online \(maldronhotels.com\)](#)

No other expenses in connection with attendance at the AGM & conference will be reimbursed unless these relate specifically to access needs or caring responsibilities, and these have been specifically agreed in advance with the Chair.

Expenses claims should be submitted to the treasurer, Ruth Fields, who will be in attendance at the conference on the standard Napo claim form with receipts attached. Paper claim forms will be available.

Nicki Kenney

Family Court Section Chair

(Email Nicola.Kenney@cafcass.gov.uk)