



EXECUTIVE COMMITTEE MEETING

7.15 pm, Monday 7th September 2015

Harrogate Fire Station

MINUTES

Present: Catherine Park Peyton (chair), Katy Piazza, Maureen Asher, Nick Andralojc, Graham Slights, Derek Benbow.

1. Apologies for absence & welcome to guests

Apologies were received from Richard Kirby, Eric Walker and Tina Oates.

2. Minutes of Last Meeting

The minutes of the meeting held on 6th July 2015 were accepted as an accurate record of the meeting other than an error in reporting the financial position. The minute relating to the Treasurer's report should have read "Balance at 6 July 2015 £4,241.11" (not 26 April and £4,231.11 as originally recorded).

3. Matters Arising

The illness of the Chair during the summer had occasioned a delay in the progress of some items:

Code of Ethics – it remained the intention to distribute the Code to all Co-ordinators and it was envisaged that this would take place in the near future.

Review of Marketing & Publicity – this was still ongoing and likely to be for some time

Look Out – items for the next issue would include Stop Burglary Campaign (winter); rural update including the spate of recent thefts; a note confirming that this would be the last paper edition for some time; a comment on the scheduling of the AGM

Boroughbridge Agricultural Show – the show was successful although in the event notices had not been printed as planned

Summer Safety Project – had not been actioned

Community Safety Burglary Clinics – the Committee agreed that the Chair should continue to develop good relations with this group but that Harrogate NHW was currently not in a position to supply any assistance.

Crime Report – no crime report was available. Burglaries in Ripon and Nidderdale were rising. The chair had been invited to participate in a radio programme alongside the police, to talk about sensible security precautions.

4. Update from the Chair and Deputy Chair

The North Yorkshire NHW AGM (at Newby Wiske) was attended by the Chair and Deputy Chair. There had been a very interesting presentation titled "through the eyes of the burglar". If available the presenter would be ideal for the Harrogate & District AGM. The Deputy Chair had also attended a meeting on the Ringmaster procurement. The Ringmaster is going to be enhanced with the police currently considering three possible systems. They are in the process of creating specifications and seeking various cost information from the potential suppliers.

The Deputy Chair attended the Yorkshire Show although the event proved to be a disappointment from the NHW perspective.

The Chair had attended a meeting of the Community Safety Partnership group (when just out of hospital) and to another meeting of the Safer Neighbourhood Group last week. Details of the crimes discussed there highlighted our lack of action in rural areas. GS is to meet the

management of the Otley & Thirsk cattle markets in an attempt to identify suitable meeting places for discussions with farmers.

The Chair and Deputy Chair reported that they had taken about an hour to compile 70 membership packs. This put in perspective the size of the task facing the Committee since there was already a backlog of around 200 packs. There was probably a need for at least 1,000 to be prepared which would be beyond the District's current means – 200 booklets would cost about £400. After considerable discussion the Committee agreed that in future there would be an electronic membership pack. There would still be a paper welcome letter from the Chair together with the usual sticker(s) (showing the link to the pack) which the police would be able to distribute to Coordinators for onward transmission. A Committee meeting would be devoted to preparation of paper packs with the transition to the new packs starting in January.

The Committee agreed that the District required a more modern website. It was agreed that the Chair should seek tenders from a number of organisations (at least three – which deal with charities) for the development of the website.

5. Treasurer's Report

NA provided details of income and expenditure since the previous meeting. The accounts were as follows:

| | | |
|-------------------------------------|----------|------------------|
| Balance b/f from 6 July 2015 | - | £4,241.11 |
| Receipts | | £5.43 |
| Payments | | (£23.89) |
| Balance at 7 September 2015 | | £4,222.65 |

NA also provided final copies of the policies relating to the Approval Process for Committing and Spending Money and Trustee Expenses Reclaimable from H & D NHW which incorporated the changes that had been agreed at the previous meeting. The Committee recognised these documents as the final, agreed versions.

6. Revisions to the Constitution

The Chair and Deputy Chair were still considering the proposals for amending the Constitution. A final view would be reported back to the next meeting. The proposed revisions would then require Charity Commission approval in readiness for submission at the AGM.

7. A.G.M.

MA had provisionally booked Saturday 14th November for the AGM. After considerable discussion the Committee agreed that the AGM should take place at a later date in order to allow more time for developments in some of the initiatives thus enabling progress to be reported. It was agreed that the AGM would take place before 19th February 2016 with the forthcoming edition of the Newsletter reporting that it would be held in the New Year.

8. Any Other Business

DB confirmed that he was willing to volunteer for training for writing schemes for funding. The Chair believed that this was scheduled for mid-October but would confirm the exact date to him.

9. Dates of Future Meetings

The next meeting will take place at 7.15 p.m. on Monday 9th November 2015.

Meeting closed at 9.50 p.m.