



EXECUTIVE COMMITTEE MEETING

1.30 pm, Wednesday 13th January 2016

Harrogate Fire Station

MINUTES

Present: Catherine Park Peyton (chair), Maureen Asher, Nick Andralojc, Graham Slights, Tina Oates, Richard Kirby, Derek Benbow.

1. Apologies for absence & welcome to guests

Apologies were received from Katy Piazza. The Committee noted with pleasure that Katy continued to recover well from her illness and expected to be back from the U.S.A. some time during March.

2. Minutes of Last Meeting

The minutes of the meeting held on 25th November 2015 were accepted as an accurate record of the meeting other than an error in reporting the date of the AGM. The minute relating to the AGM should have reported its date as being in February (not November as originally recorded).

3. Matters Arising

Look Out – an e-mail version was circulated on New Year's Eve. The full version was now on the website.

Revisions to the Constitution – the Deputy Chair continued to consider revisions during her period of recuperation. It was anticipated that it should prove possible to put proposals to the Committee by April or March.

Meetings with Wharfedale Farmers' Auction Mart – GS has had discussions with the Wharfedale Agricultural Market and given them posters for display. He intended to attend one of the markets in the near future. The Committee agreed that this would be a good idea. CPP is to discuss a joint presence with Andy Graham (Knaresborough Police Station). GS suggested hi-vis jackets (with NHS on the back) for those attending. He will get prices from the shop in Starbeck. The Committee agreed that the intention should be to attend the market on 26th February.

Training to write funding applications – the Committee agreed to fund two places on this course. CPP & DB to attend on 10 February, both registering for it online.

Ripon Minster 'My neighbourhood' meeting – MA to attend on 21st January (in the event of severe weather conditions, NA will attend).

Harrogate & Ripon Centres for Voluntary Service – CPP & RK to attend the workshop that is designed for people involved in running local support or community groups on Wednesday 24th February. Both to register online.

4. Update from the Chair

The Chair referred the Committee to her recent e-mail together with which she had circulated a copy of a lengthy report from the Community Safety Partnership which was well worth close inspection particularly the section presenting graphs which illustrated the level of criminal damage. CPP suggested that the Committee consider how best to use the information at its next meeting and in the meantime would seek confirmation of the possibility of extracting information for use at the AGM.

The Chair mentioned two specific pieces of correspondence that she had received: first that Harrogate CVS had written asking for us to re-register our membership. NA to respond to their enquiry. The other correspondence was from Harrogate Police giving notification of changes to the PCSOs which she would pass on to Committee Members as soon as possible. The PCSOs were being tasked with cleansing the data on the Coordinator database.

CPP & DB had attended a meeting of the North Yorkshire Neighbourhood Watch Committee and the Chair was also arranging to meet John Parker to discuss Ringmaster and the Safer Neighbourhood Group.

Sergeant Lee Partridge has been asked to be a direct liaison with the Chair. He was in the process of producing a report on Neighbourhood Watch that she would have an opportunity to read prior to its presentation.

The Committee discussed the manner in which office and administrative costs incurred by Committee members should be treated. It was acknowledged as a principle that no one should be out of pocket as a result of undertaking duties on behalf of the Committee. Direct costs including office costs would be considered following the AGM. In the meantime, in view of the extended period of work that had been undertaken by the Chair, the Committee agreed to make an annual contribution of £35 towards her broadband costs.

5. Treasurer's Report

NA provided details of income and expenditure since the meeting on 7 September 2015. The accounts were as follows:

Balance b/f from 7 September 2015 -	£4,222.65
Receipts	£210.84
Payments	(£ 51.74)
Balance at 13 January 2016	£4,381.75

The Committee noted that a review of its reserves had been conducted and the agreed policy was that appropriate action would be taken at such time as the account reduced to a level of £1,000.

6. A.G.M.

The Committee discussed the format of the AGM that was to take place on Thursday 11th February. CPP confirmed that the constitution provided that attendance by 20 members would constitute a quorum. The Deputy Chair had drafted a revised Nomination Form that was accepted by the Committee.

It was agreed that the business section of the meeting would come first on the agenda, to be followed by the guest speakers and then informal conversation during refreshments. The guest speakers would be Any Fox from Trading Standards, and Sergeant Ed Rogerson from Harrogate Police. There were a number of items that required organising and responsibility was allocated as follows:

- DB to draft attendance chart
- MA to organise refreshments for the evening and to alert the School for the requirement to use Powerpoint for the reports by the Chair and Treasurer.
- CPP to manufacture a suggestions box and to supply tea bags for the refreshments.

7. Any Other Business

There was no other business

8. Dates of Future Meetings

The next two meetings will take place as follows:

Wednesday 16th March 2016

Wednesday 25th May 2016.

Both meetings to take place at the Fire Station, Harrogate, commencing at 1.30 p.m.

{Subsequently MA discovered that the Fire Station Community Room was unavailable on both dates}

Meeting closed at 4.27 p.m.