



EXECUTIVE COMMITTEE MEETING

1.30 pm, Wednesday 23rd March 2016

Harrogate Fire Station

MINUTES

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

1. Apologies for absence & welcome to guests

Apologies were received from Graham Slights. The Committee expressed great pleasure in welcoming Katy Piazza's return.

2. Minutes of Last Meeting

The minutes of the meeting held on 13th January 2016 were accepted as an accurate record of the meeting.

3. Matters Arising

Marketing & Publicity – the review was ongoing. The Committee noted that at national level a new sponsor, the Tesco Trust, had been found for the logo that would be in circulation soon. The Chair added that relations with national were good at present and she had recently spoken to the Operations Director.

Revisions to the Constitution – the Deputy Chair was keen to make progress now that she had returned.

Expenses – the Chair reminded members to continue to maintain a record of out-of-pocket expenses even if they weren't claiming reimbursement.

Membership Packs – it was hoped that some progress would now be possible in the light of the anticipated arrival of 300 stickers from Sussex. Terry Wheeldon was going to assist with collation.

Training to write funding applications – DB attended this session that was aimed at completing an application to the "All Awards" section of the Big Lottery. Whilst the Committee might never make such an application the training had identified a number of general principles that could be applied when making applications for funding elsewhere.

Ripon Minster 'My neighbourhood' meeting – MA and NA attended the meeting and found it to have been really worthwhile. They recommended that the Committee continue and strengthen such links.

Harrogate & Ripon Centres for Voluntary Service – CPP & RK attended the workshop designed for people involved in running local support or community groups, and again, they had found the session to be interesting.

4. Update from the Chair

The Chair referred to her participation on the Procurement Committee to determine the introduction of a new community messaging system to replace Ringmaster. She reported that the police had made a decision about the way forward and it was likely that the new system (North Yorkshire Community Messaging) would be launched on 11th April. It was intended that all the partnerships within North Yorkshire (Fire Service, Trading Standards etc) would be able to have their own section of the system. The system would be more flexible with PCSOs having portable devices with which they would be able to send tweets or e-mails. Our existing information would be lifted from Ringmaster and put into the new system. PCSOs would be undertaking data cleansing over a period of time either by telephone or door to door checks. Whilst initially the new system would provide a one-way channel of communication, it was NYNHW's intention that its section would eventually provide a two-way channel of communication. CPP has offered to train District Leads in North Yorks in the new system, but this would not be completed before the launch date. At the next meeting of the NYNHW Committee CPP intended to raise the question

of data protection and where responsibility for compliance with the DPA lay when we updated membership information in our own section.

CPP (together with KP) had been invited to address a conference of PCSOs during July.

North Yorks has launched a new rural policing team consisting of an Inspector, Sergeant, 7 PC's and 7 PCSOs dedicated to the investigation of rural crimes such as theft of quad bikes and sheep rustling.

The Committee held a long discussion on the future of Look Out and how (& what) to communicate with those Coordinators who were not on e-mail. The Chair observed that for too long we had been feeding them with old information whilst failing to act as a portal for new information. We had to find a way to communicate in a cost effective manner. Some members expressed the view that we shouldn't try to cease communication with this group since that would inevitably mean discrimination against older people or farmers and others in rural areas. It was suggested that perhaps a short version of Look Out should be sent to those not on e-mail (excluding those on rural watch). After further discussion the Committee agreed to have a further meeting in the next month to determine the way forward. CPP added that the Committee would need to consider the future – what format should be adopted for the AGM; how to meet and enthuse Coordinators; to think about dates and locations for meetings throughout the District. The Chair finally reported that the Community Safety Partnership had lost the majority of its funding from the PCC and as a consequence leaflets of the "Stop Crime" variety were likely to cease.

5. Treasurer's Report

NA provided details of income and expenditure since the meeting on 13 January 2016. The accounts were as follows:

Balance b/f from 13 January 2016 -	£4,381.75
Receipts	£ 52.50
Payments	(£408.46)
Balance at 23 March 2016	£4,025.79

The decrease in the balance was due mainly to travel, printing & associated costs together with the costs of postage for the paper version of "Look Out". These costs had been partially offset by donations that had been gratefully received by the Committee.

He also discussed the completion of the Annual (Online) Return for the Charity Commissioners. The Committee agreed his proposed entries although NA noted that consideration would need to be given to the development of written policies on Complaints Handling, Conflict of Interest and Volunteer Management.

6. A.G.M.

The general consensus was that the AGM had gone well. TO congratulated the Chair on her performance at the meeting. The Committee noted that the NHW year ended in August and agreed that we should attempt to hold the next AGM in November.

7. Closed Schemes

DB was maintaining a list of schemes that had closed, and circulated a copy to the Committee. RK suggested that a letter of thanks should be written to those Coordinators who had retired or ceased their activities and the Chair suggested that she should bear responsibility for this action.

8. Harrogate Performance Report

The Committee noted that the performance figures were a little dated and agreed to discuss the use of this report at its next meeting when more up-to-date figures would be available.

9. Nidderdale SNG

RK gave a brief report of his attendance at the Nidderdale SNG.

10. Sights & Sounds of Ripon

MA reported on this event. We had undertaken to attend at the Ripon "My Neighbourhood" meeting in January. At this meeting we undertook to participate in the "Sights & Sounds" event but on reflection perhaps it would have been better to strengthen the brand first, which would have placed us in a stronger position to participate.

11. Any Other Business

There was no other business

12. Dates of Future Meetings

The next two meetings will take place as follows:

Monday 18th April 2016 – 7.15 p.m. at Katy's house: This is an interim meeting to discuss the way forward on Look Out and to consider dates & locations of meetings during the coming year.

Tuesday 24th May 2016 - 1.30 p.m. at the Fire Station, Harrogate (regular meeting)

Meeting closed at 3.52 p.m.