



EXECUTIVE COMMITTEE MEETING

1.30 pm, Tuesday 24th May 2016

Harrogate Fire Station

MINUTES

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

1. Apologies for absence & welcome to guests

Apologies were received from Maureen Asher and Tina Oates.

2. Minutes of the Meeting of 23rd March

The minutes of the meeting held on 23rd March 2016 were accepted as an accurate record of the meeting.

3. Matters Arising

Marketing & Publicity – the review was ongoing. Not much further progress could be made until such time as possession of a licence to use the new logo had been confirmed. In the meantime around 150 Membership Packs had been prepared using documentation with the old logo. North Yorkshire NHW had been granted a temporary licence to use the new logo. They were also conducting a review of marketing strategy. KP was a member of the Working Party although progress was slow at present.

Community Safety Partnership – CPP and KP had attended the last meeting but no update on crime statistics had been presented.

Retiring Coordinators – CPP had sent letters of thanks to those Coordinators who had announced their decision to retire, as discussed.

Leaflets – the Committee discussed and agreed the Chair's request to print 1,000 leaflets (double sided A5) using the old logo. She would ask the police if they had any stock photographs which could be included with the text. Early July would be the target for the production of these leaflets.

4. Minutes of the Meeting of 18th April

The minutes of the meeting of 18th April 2016 held to discuss the future of Look Out and a programme of rural visits were accepted as an accurate record of the meeting.

The Committee revisited the discussion that had taken place with respect to the future of Look Out. DB read aloud the contents of an e-mail he'd received from Peter Dallas arguing for retention of the Look Out circular and added that both MA and TO who were not present today had both spoken in favour of retaining the paper copy. CPP observed that when all the other issues she was currently handling were taken into account, she simply didn't have enough time to write each edition of Look Out. The Committee had a further long discussion on how to deal with Look Out and in particular those who continued to receive paper copies. Eventually the Committee agreed that for the moment Look Out would be retained with a target of three to four issues annually. On this basis DB volunteered to write some text. CPP confirmed her intention to write some text for the next edition that she would circulate to the Committee for comment. GS and NA would both write short pieces and send to CPP by Monday 6th June ready for her to include. In the meantime CPP/KP would get the list of those still receiving paper copies (i.e. the 150) for MA/NA/DB to divide between them and make telephone calls to check if they were really still required.

5. Update from the Chair

The Committee had a long discussion of the Community Messaging System that was now up and running. The Chair explained that the system provided for two-way messaging in the NHW section. District Leads would be able to send out messages to their respective members, and the recipients would have the capacity to reply. For the time being police messages would only be transmitted one-way. Whilst NHW had its own section within the messaging system other groups would also be given the opportunity to participate in sending messages to their own members although these other groups would not have access to NHW data. CPP was to speak at the PCSO conference that was to take place in July and was currently reviewing their proposed training package. She had also undertaken to train the District Leads (North Yorkshire) as "Super Users" in the messaging system – two per district.

6. Treasurer's Report

NA provided details of income and expenditure since the meeting on 23rd March 2016. The accounts were as follows:

Balance b/f from 22 March 2016 -	£4,025.79
Receipts	£ 6.66
Payments	(£167.33)
Balance at 23 March 2016	£3,865.12

There was also the previously agreed sum of £95 due to be paid in respect of an advert for the Boroughbridge Show that would take place on 24th July.

He also confirmed that the Annual (Online) Return for the Charity Commissioners had been completed and sent.

7. Revisions to the Constitution

The Committee discussed the most recent version of the revised Constitution that KP had circulated prior to the meeting. RK raised the question of the definition of membership and the Committee eventually agreed that a member was someone who received information from a Coordinator. After further discussion the Committee also agreed to remove references to a role for North Yorkshire Police from the Constitution. KP intended to finalise the draft and re-circulate it to the Committee prior to its despatch to the Charity Commission.

8. Rural Meetings - Wharfedale

GS reported that he'd had a useful meeting and the farmers had indicated that they would appreciate a meeting with NHW on a sale day. They had their own website which could include items from Look Out where relevant. After further discussion GS agreed to attempt to fix a date for this meeting – he had 8th July in mind as a prospective date. CPP commented that a successful outcome would include signing up the farmers for Rural Watch and securing their e-mail addresses. CPP also asked GS to accompany her to a meeting with the Rural Task Force.

9. Disposal of Neighbourhood Watch Property

The Committee accepted KP's suggestion to dispose of a gazebo that hadn't been used for years and had now dilapidated beyond repair.

10. Any Other Business

There was no other business

11. Dates of Future Meetings

The next two meetings will take place as follows:

Monday 11th July 2016 – Evening: time and venue to be confirmed

Tuesday 6th September 2016 - 1.30 p.m. at the Fire Station, Harrogate

A tentative date during week-commencing 17th October was set for the AGM dependent upon venue availability.

Meeting closed at 4.13 p.m.