



## EXECUTIVE COMMITTEE MEETING

1.30 pm, Wednesday 9<sup>th</sup> November 2016

Harrogate Fire Station

### MINUTES

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

#### 1. Apologies for absence & welcome to guests

Apologies were received from Tina Oates.

#### 2. Minutes of the Meeting of 11<sup>th</sup> July

The minutes of the meeting held on 11<sup>th</sup> July 2016 were accepted as an accurate record of the meeting.

#### 3. Matters Arising

- i) *Constitution* – KP confirmed that the changes to the constitution had been agreed with the Charity Commission. The proposed constitution now needed to be agreed at the next AGM before it could be adopted.
- ii) It had been the intention to invite Inspector Penny Taylor to meet the Committee. This had not happened on this occasion as a result of shifting meeting dates. However the Chair would extend an invitation for her to attend a future meeting.
- iii) *Ripon Sights & Sounds* – NA advised that he'd attended another meeting of the Committee recently and they had expressed keen enthusiasm for the Community Messaging System (CMS) but were uncertain how to gain access. The Chair explained that NHW was the first group to be "bolted on" to the CMS but other groups would now follow. She understood that Harrogate Borough Council had been approached by the contacts within CMS. NA commented that NHW had a good distribution service that Sights & Sounds would very much like to utilise. Further discussion of this item is minuted under the appropriate main agenda item.

#### 4. Update from the Chair

The Chair mentioned the latest developments concerning CMS. Members voiced a number of comments. DB advised that the distribution of messages had dried up - he had only received six messages since the system began, even having signed up for the public section. MA had had a similar experience with messages not being pertinent and commented that two fellow Coordinators (who were very close neighbours) were receiving different messages. RK on the other hand received a handful of messages all of which were relevant. CPP accepted that the system had encountered a number of difficulties to resolve and that some issues were still being worked through. The matter of different messages being received by Coordinators might simply be the result of varying ways of signing up to the system. There had been variation in the use of the system across police districts. Some districts such as Ripon and Boroughbridge had got off to an excellent start whilst it had been a little less effective in other districts, such as Knaresborough that had a heavy recruitment workload at present. The Chair indicated that she'd send a message to all Committee members in order to ascertain if the system was operating as it should. She commented that interaction with NYP was required to ensure as much activity as possible and that they understood NHW's desire for the system to be used everywhere.

## 5. Treasurer's Report

NA provided details of income and expenditure since the meeting on 11<sup>th</sup> July 2016. The accounts were as follows:

<b>Balance b/f from 11 July 2016 -</b>	<b>£3,869.59</b>
<b>Receipts</b>	<b>£ 0.10</b>
<b>Payments</b>	<b>( £ 0.52)</b>
<b>Balance at 31 August 2016</b>	<b>£3,869.17</b>

The item of expenditure was due to charges by BT for the 0300 number. He asked members of the Committee to calculate any expenses they had incurred but not claimed and to pass the figures to him.

He also confirmed that a donation of £50 had been received from Moor Monkton Council at the end of September.

## 6. A.G.M.

CPP reminded the Committee that it was still proposed to hold the AGM during a weekday night in February. MA undertook to check the availability of accommodation at Harrogate Grammar School for either 8<sup>th</sup> or 15<sup>th</sup> February. DB confirmed that he would be unavailable, being away for the whole of the month. There was some discussion relating to speakers for the AGM. GS wondered if it might be possible to invite speakers from the Fire/Ambulance service whilst CPP had contacts that could organise a speaker from Crimestoppers. RK suggested a speaker from the Rural Taskforce who could talk about escalating crime figures in rural districts.

## 7. North Yorkshire NHW

The Chair had explained that a difference of view with North Yorkshire NHW (NYNHW) had arisen. Currently NYP had the database for Harrogate & District from which to send CMS messages. She believed that when the CMS system was built it was done with the intention of individual districts having access to their own databases from which messages could be sent. However NYNHW had requested that they should be given full access to the Harrogate & District database. So far CPP had declined to grant such access and as a result she understood that the Administrator of NYNHW intended a motion to be put to the next meeting of the NY NHW Committee demanding that such access be given.

A full discussion then ensued with a number of points being raised such as data protection issues, ownership of the database and what relevance if any a vote by the NYNHW Committee should have to the Executive Committee's response to the request. DB pointed out that this matter had been the subject of comment and discussion at the last AGM and in light of that it would be inappropriate for the Executive Committee to give access to its database (even if it was willing to) without going back to the next AGM. After further discussion the Committee agreed unanimously that it should not give access to its database for varying reasons and that this would need to be the subject of a further debate at the next AGM.

## 8. Rural Taskforce

At its last meeting the Committee had agreed that the most appropriate date for the meeting at Wharfedale would be 23<sup>rd</sup> September. GS had confirmed the arrangements with the Rural Taskforce, but in the event they advised that since the proposed meeting venue was not in their own area they would need to seek permission to cross the boundary. Consequently the meeting had to be put on hold and a response from the Taskforce was still awaited. CPP confirmed that she had also telephoned the Taskforce but had received no response as yet, although she understood that they were extremely busy at this time. She would chase progress when she attended their six-monthly review later this month. In the meantime there was an event with the Boroughbridge farming community that she, KP and GS could attend – a meeting on 29<sup>th</sup> November at Rabbit Hill.

## **9. Ownership of Data**

Following on from the discussion of the difference with NYNHW (agenda item 7) the Committee discussed the question of whether the Harrogate & District Association should own its own data. At present membership details were held by NYP but the Chair queried that since the Association was a registered charity then perhaps it should maintain its own database. An organisation should have knowledge of its membership details and to do that would require the establishment of our own database. A number of issues were raised during the discussion including registration with the Information Commissioner. The Committee agreed to consider holding its own information. As a first step, CPP and KP intended to raise the matter with the national organisation to discover how other Associations dealt with ownership of members' details.

## **10. Any Other Business**

DB mentioned that it had been intended to contact 150 Neighbourhood Watch Coordinators who still received Look Out in paper form in order to establish if any of them had e-mail addresses that could be used instead of the paper copy. However the telephone details of this group were not yet to hand. CPP confirmed that she and KP would get a list from Peter Dallas with whom they were to have a meeting in the near future. RK pondered what action might be taken if any of this group were unable or refuse to sign up to electronic mail. KP suggested a survey to establish if members could access the Internet in any way say at the library or via a family member. CPP thought that perhaps the Association could issue one last Look-Out saying that it wasn't financially possible to continue with it and inviting members of this group to attend the next AGM to discuss ways forward.

## **11. Date of Next Meeting**

The next meeting will take place as follows:

Wednesday 14<sup>th</sup> December 2016 - 1.30 p.m. at the Fire Station, Harrogate

**Meeting closed at 3.54 p.m.**