



EXECUTIVE COMMITTEE MEETING

1.30 p.m. Wednesday 14th December 2016,

Woods Court, Harrogate

MINUTES

Present: Catherine Park Peyton (chair), Katy Piazza, Nick Andralojc, Derek Benbow, Tina Oates, Peter Dallas.

1. Apologies for absence & welcome to guests

Apologies were received from Maureen Asher and Richard Kirby.

2. Minutes of the Meeting of 9th November

The minutes of the meeting held on 9th November 2016 were accepted as an accurate record of the meeting.

3. Matters Arising

- i) *Look Out Paper Copies* – it had not proved possible, as yet, to contact the 150 Coordinators who still received paper copies of Look Out. PD explained that he did not have access to the list of names at present.
- ii) *Ownership of Data* – the Chair had raised this matter with the national organisation as discussed at the last meeting. She remained of the view that in 2017 the Committee should look to developing its own database. Advice would need to be sought from the Information Commissioner's Office on what action should be taken in order to ensure a secure database.
- iii) *CMS* – the Chair reported that the system was working effectively in large swathes of the county but there were still patches where it was not working well. North Yorkshire Police were aware of the issue and had identified a training need that would be addressed in the New Year following a number of staff moves. She would contact Knaresborough Police regarding the continued lack of messaging to some Coordinators based there. She would also discuss "mapping" with Heidi Lewis. The intended test message for Committee members could not be sent since the "area specific" section of the system had yet to be switched on.

4. Update from the Chair

The Chair confirmed that Inspector Penny Taylor would be attending the next Committee meeting.

National NHW understood that messaging was unlikely to be a key element of its offering in the future – there was a growing multiplicity of messaging systems with public access to them. They were considering trying to form a new unique selling point for a new national approach.

CPP had written to the local Police Inspectors seeking an update on the current crime position and as a result Inspector Taylor had provided a report for Harrogate that confirmed:

- Anti-social Behaviour – there had been an upsurge in Harrogate. The Police were addressing this issue through Operation Yeehaw.
- Bike Theft – this had risen by 100% on the previous year.
- Burglary – the incidence was down on the previous year although there had been a spike during the past week or two. 2 arrests had been made. Most incidents had occurred overnight targeting desirable vehicles. A prevention campaign was underway in Rossett reminding residents not to leave keys, valuables and handbags on display.

5. Treasurer's Report

There had been virtually no transactional activity since the last meeting, merely an expenditure of £0.67. The books were still with the Auditor but expected back shortly.

6. North Yorkshire NHW

The Chair gave a brief account of the discussion that had taken place at the meeting of the NYNHWA on 6th December concerning the motion from the Administrator proposing that Harrogate & District should give full access to its database. In the event the motion was rejected by an overwhelming majority. The Committee was concerned to hear that the discussion of this matter had taken place in a hostile tone and atmosphere. CPP advised that whilst other Districts had supported Harrogate's position nevertheless they had expressed disappointment that we had decided not to share our data. The Chair had raised the question of ownership of data with the national organisation which was supportive of Harrogate & District's position. They believed that there was no need for a county level organisation to have access to data – it should remain with individual districts. The Committee noted the e-mail recently circulated by the Chair of NYNHWA that dealt with his resignation and that of the Administrator. It was further noted that this e-mail had been given a wide circulation including to the District Leads, Chief Constable, PCC and Chief Executive NHW. The Committee voiced wholehearted support for the stance adopted by its Chair and requested that an e-mail be sent expressing its view that the tone of the discussion and subsequent correspondence had not been consistent with the spirit of the NHW movement. The Chair expressed her gratitude for the support she had received from both the Deputy Chair and other members of the Executive Committee.

7. Rural Taskforce

The meeting at Wharfedale was still on hold. The arrangements remained with GS who would chase progress once he returned from holiday.

8. A.G.M.

The facilities at Harrogate Grammar School had not been available for either of the envisaged February dates and consequently it had been decided to make a reservation for Wednesday 1st March 2017. During discussion it was noted that it had been the intention to change the format of the meeting. However the Executive Committee decided to postpone the impending change in favour of the standard format of regular reports, discussion of the proposed changes to the Constitution and a guest speaker. DB offered to draft the notice of the AGM that was to be sent to members.

9. Any Other Business

- i) PD had recently taken possession of the old label printer. After a brief discussion it was determined that, in view of its age, the printer should be donated to an appropriate cause or charity.
- ii) Look Out – the Committee agreed that an edition should be placed on the website towards the end of January. Contributions (in the form of bullet points) should be forwarded to PD. CPP would write a short report in January. KP would provide a synopsis of the proposed constitutional changes. There should also be a short section suggesting that Coordinators should sign up to CMS on an individual basis.
- iii) Website – PD agreed to speak to Jim in order to identify when the domain name was next available for renewal. If it was in the near future then Harrogate & District should start to pay for the upkeep of the website. National level had advised Districts that they should pursue the course of owning their own websites.

10. Date of Next Meeting

The next meeting will take place as follows:

Thursday 26th January 2017 - 1.30 p.m. at the Fire Station, Harrogate

Meeting closed at 3.48 p.m.

Actions Arising from the Committee Meeting of December 2016

Owner	Action	Date
C.PP, R.K., P.D.	Conduct a review of marketing & publicity, devising new strategies	Ongoing (26/4/15)
ALL	Keep a note of any out-of-pocket expenses	Immediate & ongoing (26/4/15)
ALL	Consider how to use information from Community Safety Partnership	March 2016 (13/1/16)
KP/NA/ALL	Consider development of written policies in line with the Charity Commissioners' Return	September 2016 (23/3/16)
CPP/KP	Locate a copy of the phone details of the 150 who still receive paper copies of Look Out	End June 2016 (24/5/16)
MA/NA/DB	Ring the 150 to ascertain whether a paper copy is still required	August 2016 (24/5/16)
ALL	Calculate any expenses incurred but not claimed and send information to NA	November 2016 (9/11/16)
GS	Chase progress with Rural Taskforce re meeting with Wharfedale farmers	November 2016 (9/11/16)
CPP	Contact K'boro Police/Heidi Lewis re various CMS issues	December 2016 (9/11/16)
PD/ CPP/KP	Prepare new edition of Look Out for end January	December 2016 (9/11/16)
CPP	Send e-mail re NYNHWA	December 2016 (9/11/16)
DB	Draft Notice for AGM	December 2016 (9/11/16)
PD	Identify when website domain name next available for renewal	December 2016 (9/11/16)