

# **Minutes of the Inaugural Meeting of North Yorkshire Neighbourhood Watch Association held on 19<sup>th</sup> May 2009 at NYP HQ Newby Wiske Hall**

## **Meeting Chaired by Keith Roberts: Interim Chairman NY NHWA**

### **Present**

Interim Chairman **Keith Roberts** (Chair. H&DNWA): Interim Vice Chairman **Steve Law** (Chair Ryedale NWA): Interim Secretary **Tina Oates** (H&DNWA): **Jonathan Williamson** (Chair. Craven NWA): **Rex Scales** (Craven NWA): **Eric Londesbrough** (Dalton-on-Tees NWS): **Denise Londesbrough** (Dalton-on-Tees NWS): **Jill Galloway** (ELAPNWA): **Deborah Palmer** (Safer York Partnership; Yorks & Humber Rep.): **Jean Julian** (Chair. York Watch; Yorks & Humber Rep.): **Tricia Colling** (Scarborough Tier 1 Cap Groups): **David Warwick** (Chair. QUAE NWA Scar.): **Mel. Playforth** (Chair Filey, Eastfield & Rural NWA): **Avril Gregory** (Deputy Chair. Filey, Eastfield & Rural NWA): **Chief Inspector Nick Warnes** (Head Community Safety NYP HQ): **Alyson Down** (NYP HQ):

The proceedings were begun a little early by Chief Inspector Nick Warnes - whilst many were still eating lunch! He wished to welcome us ahead of the meeting itself and explain that for this meeting - and all future others held at Newby Wiske - lunch etc. would be provided free of charge. His assistant Alyson Down who hoped to be present at our future meetings was introduced to us.

Nick explained that unfortunately he could only be present for the latter part of our business as he and Alyson were also involved in an all-day conference elsewhere in the building. He spoke of the increasing value of Neighbourhood Watch to NYP and our shared concern to create and maintain a uniformity of standards in watches across the county, which he feels this association will help to achieve. With forthcoming NYP reviews of NW and our interaction with the Safer Neighbourhoods Teams he believes that we as a movement are assisting them to deliver a better service to the community as a whole!

### **Chairman's Welcome and Opening Remarks**

At the due time the meeting proper was opened by the association's Interim Chairman Keith Roberts who welcomed everyone and thanked all present for making the sometimes long journeys to reach Newby Wiske Hall. He especially welcomed the newcomers Mrs Avril Gregory and Mrs Denise Londesbrough and in addition thanked Mrs Jill Galloway for deputising for Bill Wood of ELAPNWA who had been unable to attend.

Keith explained the background to this meeting which followed the formative meeting at Walshford in March of this year when the NY NHW Network voted to become a county association and thus the North Yorkshire Neighbourhood Watch Association had been born - now to be known as NY NHWA

The purpose of this day's meeting was to ratify that decision, appoint officers to the committee and lay the basic foundations of the association.

### **Apologies for Absence**

The Interim Secretary Tina Oates had received apologies from:-

Bill Wood - Hambleton south (Chair ELAPNWA): Tim Roy - Hambleton north (Chair Stokesley & Dist. NW): Ian Ker - Scarborough Dist. (Chair Gillylees NW Scar): Dave Cooper - NYP: Richard Baldwin - NYP Head of Volunteering: PCSO Ann Barrington-Pace - Richmond Dist.: and Phil Dore - Craven (Chair Kirby Malham NW). Tina announced that Phil had decided to resign from representing Craven District at county level since contact had now been made with the officers of Craven NWA - who were present - and that he, Phil, would prefer working solely with his own NW scheme in Kirby Malham. Having previously written to Phil to thank him for his past support, Tina now proposed a vote of thanks to Phil for standing in at a time when Craven District would otherwise have been unrepresented and the meeting as a whole unanimously agreed. Keith Roberts

said he would also telephone his thanks to Phil.

### **Election of Officers to the Committee**

Nomination Papers had previously been distributed however only a few had been filled in. The Officers proposed and elected were:

<b><u>Chairman</u></b>	<b>Keith Roberts</b>	prop: Tina Oates	seconded: Tricia Colling
<b><u>Vice Chairman</u></b>	<b>Steve Law</b>	prop: Tricia Colling	seconded: Tina Oates
<b><u>Secretary</u></b>	<b>Tina Oates</b>	prop: Steve Law	seconded: Tricia Colling

**Treasurer** There being no volunteers present, this item was left pending to the next meeting when members would have had an opportunity to consider and consult others who were absent from this meeting. (also see item 6 on Funding)

### **Minutes of the Formative Meeting at Walshford on 5<sup>th</sup> March 2009**

There was a short discussion on these Minutes during which those who had been present agreed that they were accurate and therefore there were no Matters Arising.

### **Draft Constitution of the NY NHWA**

Jean Julian questioned the necessity of a formal Constitution, but several members asserted that one is necessary when applying for funding or legal matters etc.

Eric Londesbrough felt that we should not be too prescriptive in directives for co-ordinators etc.; we could risk deterring people from volunteering if too many demands were made of them.

Tina Oates asked for assurance that as a new association we are covered by the PLI. Deborah Palmer confirmed that we are.

#### **Points raised:-**

1.2 (Names and Definitions) Mel Playforth requested that his NWA – Filey, Eastfield & Rural - be mentioned as a separate district from Scarborough.

3.1 (Membership) it was pointed out that ' Each NHW in North Yorkshire..' should read:

#### **Each NHW District in North Yorkshire...**

6.7(Finance) This point needs to be added to the previous 6 points to insert a clause covering the liability of the committee members regarding any debts remaining following dissolution of the association at any time in the future.

7.4 (Meetings of the NY NHWA) Quorum: to be changed from “a minimum of 8 voting members representing at least 4 districts” to :

#### **a minimum of 5 voting members representing at least 2 districts**

9.(Dissolution) In answer to Tim Roy's written question 'who is liable if there are outstanding debts?' several people aired the fact that if an association is of charitable status its committee members are liable for any debts.

To that end Keith Roberts proposed there should be another additional clause under item **6. Finance** to the effect that the Treasurer must ensure that at all times the association's funds are in credit and a Contingency Fund must be created.

Chairman Keith Roberts agreed to make the above amendments and have the Constitution vetted by a legal expert before presenting it to the next meeting for ratification.

### **Draft Partnership Agreement**

There followed a discussion and comparison between the draft **Partnership Agreement** drawn up by Keith Roberts and Steve Law of NY NHWA and the suggested **Service Level Agreement** drawn up by Chief Inspector Nick Warnes of NYP. Steve Law noted that there was no mention of Training on the NW document. All present felt that the subject of 'Training' should be mentioned on both

sides - i.e. NW and NYP - of any document and that any training must be a joint effort between NWA and NYP.

The meeting as a whole expressed a distinct preference for the term ' Partnership Agreement ' as opposed to Service Level Agreement and that it must be NW led. Chairman Keith Roberts said there needs to be a discussion between himself and NYP as to the role of the Police Authority in this Agreement

All members felt that it is very necessary to have a dedicated NYP representative – at least a Chief Inspector or deputy - at all NY NHWA committee meetings, whose presence is evident for the whole of each meeting – not just a partial attendance.

Eric Londesbrough pointed out that as far as partnership is concerned in Richmondshire there is no dissemination of information or issuing of Crime Figures etc. Too often there is inadequate response from NYP and the co-ordinators feel neglected and disillusioned.

Deborah Palmer informed us that Crime figures can be obtained through the NYP Crime Analyst, who can issue the figures for individual villages and locations etc.

Jonathan Williamson (Craven) proposed that the two documents be combined and renamed :

**NY NHWA & NYP Partnership Agreement.** (NY NHWA to be the first mentioned)

Tina Oates seconded the proposal and the meeting agreed.

Steve Law offered to adapt the present documents to accommodate the changes.

### **Review of NHW by NYP**

Keith Roberts announced that this review by ACC Sue Cross was imminent and to that end there would be some questionnaires regarding service by NYP to NW. ( see also paragraph lower down)

### **Review of Ringmaster**

Deborah Palmer informed us that NYP had held a series of meetings reviewing the effectiveness of Ringmaster. Keith Roberts had also been attending these sessions. Deborah told us that training in the use of Ringmaster is now widespread throughout the county. The system has become easier to access and entry can also be gained through the Intranet. They have also been considering 2 other systems – OWL and Alert Coms. Deborah and Dave Cooper of NYP had attended demonstrations of both. OWL is considered a very secure system and is easy to use. One of its advantages is that messages can be put on by NW as well as NYP. It can also be used to view statistics in other areas not just within our county. It is definitely more NW friendly and would make us less solely dependent on NYP for information gathering and disseminating. Several members expressed interest in the OWL system but all agreed that whichever system is chosen for the future, NYP must ensure proper and thorough training in its use: this should be built in to the basic police training.

The Ringmaster leads for the North Yorkshire areas are:

**Eastern:** Andy Everett

**Western:** Martin Milburn

**Central:** Andy Hirst

The present Ringmaster system was due to be updated on Thursday 21<sup>st</sup> May so would be out of action for a few hours on that day.

### **Review of NHW Volunteering**

An in-depth study and review of NHW volunteering had been carried out by Keith Roberts, Steve Law and Richard Baldwin of NYP HQ Volunteering. It had been interesting to discover that NYP's policy document on Volunteering clearly states that it does **not** apply to NW volunteers! They felt, and members agreed, that NYP's present 'cannot do' culture needs replacing by one of a 'can do ' nature.

At this point in the meeting, there being 6 separate Volunteering documents to be discussed, members felt that the item should be deferred to the next meeting when more time would be available for adequate consideration of the documents.

Chief Inspector Nick Warnes had by this time returned to the meeting during the last discussions. He informed us that each June the Area Commanders carry out a Performance Review of their teams and for this reason would be requesting help from NHW in composing, distributing and completing questionnaires to assess both members' and the general public's view of police performance overall in each area. The meeting agreed that they were willing to help.

**Items 10 – Future Communications Network : 11. Update of Activities around the Region: 12.**

**Future Action Plans;**

These items were deferred to the next meeting.

**Funding for NY NHWA**

Prior to the start of the meeting the secretary had distributed a leaflet from the National Neighbourhood & Home Watch Network announcing that funding was now being made available to NWAs across the country. It is a £500,000 package with grants ranging from £1000 to £5000 per scheme being available.

All present agreed that the NY NHWA should take advantage of this new funding but that in order to do so more time was needed to properly consider the sum to be applied for and to appoint a Treasurer to administer it. The deadline for the applications being 31<sup>th</sup> July all agreed that the date of the next meeting be brought forward in order to meet that target date. Nick Warnes suggested that it might be helpful to invite Simon Nott the NYP's Incomes Generation Officer to that meeting.

There being no time for any other business the date for the next meeting was set to Tuesday 30<sup>th</sup> June: 12:30 for sandwich lunch with the meeting to start at 1:00 pm.

The meeting closed at 4:15 pm.