



NottsWatch Executive Meeting 28 April 2014 Minutes

Attending

David Rhodes	DR	Chair
Paul Macey	PM	Vice-Chair
Sue Sambells	SAS	Secretary
Nina Douglas	ND	Treasurer
John Lennard	JL	Rushcliffe
John Wood	JW	Gedling
Russ Hamer	RH	Rushcliffe

Apologies

John Twigg	JT	City
Colin Mackie	CM	City
David Poole	DP	City

Matters Arising

Terms of Reference – We need to act in accordance with the charities commission. Providing charity law not broken, current pots of money remain with city and county, as before. Report to be submitted to Charities Commission at end of financial year. Equal representation from county and city at Advisory Group meetings.

Report from County subcommittee – PM raised the difference between Insp. Paul Winter's vision for county training events and those required under the bid. To be discussed at county meeting 3 May. Re existing finance, MP, county treasurer, has tried to contact Yvette Armstrong, NCC representative on County committee, to no avail. It is believed that Sarah Houlton has replaced Chris Walker (YA's line manager). **Action Taken - SAS emailed AP for SH contact details. AP advised Sarah Houlton has taken over from Chris Walker. Her PA is Anita Brunell. The email to contact Sarah on is anita.brunell@nottsc.gov.uk SAS emailed MP to advise. Update – Yvette Armstrong contacted PM & SAS. She is still in her role, as before.**

Report from City subcommittee – DR confirmed David Poole is now City Chair.

Successful registration with Charity Commission (1156310)

SAS only to amend and submit reports to the Charity Commission web site. **Action Point SAS to change password and advise DR & PM.**

Signatories for Nottinghamshire Neighbourhood Watch Account

To expedite name change for new bank account (TSB) CM, DR & ND are still signatories. Moving forward, CM to be removed and PM & SAS to be added.

Action Point ND to contact bank re change.

Nomination of Trustees to:

1. **Represent Executive on Advisory Group** – DR & PM to attend next meeting on 28 May – video conference. Both to attend at Central PS 2-4pm. Meeting three times, per year. Future meetings to include DR plus one other from county.
2. **Represent Nottswatch at East Midlands NW Forum** – JW & JL will attend these quarterley meetings in Leicester.

Roles & Responsibilities:

1. **Conference** – JL (lead as board member) with assistance from Sue Harris & Angela Peer. Discussion re venue. SAS recommended
<http://www.tvconferencing.co.uk/>
2. **Website** – Tina McKay to remain as webmaster. TM & JL to maintain county newsfeed/admin and ND & JT to maintain city newsfeed/admin. A rethink on the existing content/layout is required. TM, ND & SAS to meet to discuss ideas and feed back to remaining committee members for city & county. **AP has since received confirmation from Mike Douglas of VISAV that the email will be made "live" to that above and JL has agreed to be the respondent for messages received at that address. AP services the cityadmin@nottswatch.co.uk option.**
3. **Social Media** – Discussed the differences between Twitter & Facebook and the separate benefits they offer, to supplement the alerts. PM advised police protocol dictates any alert will be 48 hours out of date whereas a tweet is immediate. Many Neighbourhood Policing Teams now use twitter. Nottswatch Twitter & FB accounts set up. Currently JL has admin role for twitter and Graham Marsh, FB. ND to be main admin on both with assistance from SAS & RH. **Action Point JL to give ND twitter password. SAS to contact GM re transferring FB page to ND. Action taken – SAS & ND discussed logistical way forward re FB. SAS to ask GM to make ND & SAS admin. He then can be removed.**
4. **MSAs** – JL to remain responsible for MSA registration. County have 16 MSAs, at least one representing each borough. Further MSAs would be welcome. City have DR, AP & ND. Annual permission forms required. **Action Point – JL to add ND as MSA AP to organise submission of completed permission forms. JL to arrange further Training IDC.**
5. **Newsletters** – Agreed joint bi-monthly newsletter WEF 1 June. City newsletter imminent. ND to be Editor. Will email all city/county members, with deadline, requesting contributions. AP will upload to website and send out, via alerts.
6. **Publicity** – DR has business-type cards, on order. Ordered some Nottswatch publicity material, paid for by grant, as funding would need to be returned, if not spent. Three pull up displays with new logo, to be ordered.

Nottinghamshire Neighbourhood Watch is a registered Charity, No.1156310

E mail: cityadmin@nottswatch.co.uk or countyadmin@nottswatch.co.uk

www.nottswatch.co.uk

(One for city & two for county) **Action Point ND to organise obtaining high resolution of logo from VisaV, graphic design and place order. Estimate £72 each. JL to retrieve current pop up display and any other NHW items, including lanyards, from the Arrow Centre, prior to closure.**

- 7. Fundraising** – DR explained history of city's finances. There was a suggestion that requests to businesses for funding may be necessary. Unknown if PCC funding will continue beyond March 2015.

PCC Project – DR provided PCC Application Delivery Plan and projected budget. Funding offer letter received and bank details given to PCC. Monies due. Any monies not spent by 31 March 2015 in line with NW application to be returned to PCC. As agreed at the last county meeting, PM queried why the bulk of the PCC funding was to finance an Operations Manager as he believes more funding should be available at the grass routes level of neighbourhood watch. DR provided AP's previous job description from March 2011. DR asked to attend the next county meeting to explain why and how we are where we are with grants. Regarding small NW grants, it was felt that accountability is vital and preference should be given to supplying street signs and other items in kind rather than cash to new schemes and this is not precluded under the terms of the new PCC grant.

AOB

- 1.** SAS and JL have pitch booked for Hemlock Happening Saturday, 7 June 2014. Please liaise with SAS if any members are available to help or provide literature/freebies. DR will provide some literature.
- 2.** JW advised Derbyshire Police's website gives neighbourhood policing and NHW a higher profile than Nottinghamshire's Police website. See <http://www.derbyshire.police.uk/My-Local-Police/My-Local-Police.aspx>.
Action Point DR to add to Advisory Group Meeting's Agenda for 28 May.

Next meeting set for 4 June 2014, 2-4pm at SAS's home in Bramcote. If the location is not considered practical, we will consider a different venue for future meetings. The Meeting Place charge £12/hour. Meetings to be set six weekly at this stage.

Meeting commenced 6pm and concluded 8.20 pm.