



Nottinghamshire Neighbourhood Watch
NOTTSWATCH



Minutes of NottsWatch Management Team Meeting 7 February 2015
10.15am

Attending: -

CI Richard Stapleford	RS	Notts Police
David Rhodes	DR	City
Mary Penford MBE	MP	Mansfield
Sue Sambells	SAS	Broxtowe
John Lennard	JL	Rushcliffe
John Wood	JW	Gedling
John Swanwick	JS	Mansfield
Dajon Poole	DP	City

Apologies: -

Paul Macey	PM	Newark
Angela Peer	AP	Operations Manager
George Collins	GC	Newark & Sherwood
Yvette Armstrong	YA	Notts County Council
Colin Mackie	CM	City

1. Apologies/welcome

DR welcomed Inspector Richard Stapleford to the team. In his new role, as lead on *Citizens in Policing*, RS is now our single point of contact (SPOC) with Notts Police. Sue Harris and Russ Hamer have resigned from the committee. SH will continue in her role as lead of a large scheme in Ravenshead but RH has now left Nottinghamshire and his work commitments no longer enable him to continue as a Trustee or member of the NW Management Team Board. **Action Point DR to thank SH for her contribution. He has already thanked RH.**

2. Agree minutes & review action points from 10 January 2015 meeting.

Minutes Agreed and all actions completed.

3. Delivery Plan 2015-16

Following the recommendations of the review, the board discussed how we can move forward. Funding is an issue but more imminently is our relationship with the police and credibility within society; for which partnering other community organisations who can promote NHW is important. All in agreement that a Service Level of Agreement (SLA) is required between the Police and NottsWatch. RS asked for specific expectations of the police from NW.

RS to devise a draft delivery plan & basic communications plan - initial steps to NW developing a 15/16 delivery plan which, once agreed with the police, is to be signed off by the Nottinghamshire Police Chief Officer Team. An example of how the Neighbourhood Policing Team (NPT) could work more effectively with NHW is to have this development opportunity written into their Personal Development Review (PDR).

The role of the local authorities was also discussed and how to measure good social cohesion.

Action RS to email SAS police priority details from "Citizens in Policing" plan.

4. Short reports re:

- a. Draft report to PCC re 2014-15 Project.** DR distributed and explained the Monitoring Form. **Action SAS to email DR with details of county training events to enable him to expand at 2 (2) in "Project Activity".**
- b. Small Grants** DR advised monies allocated to this project have now been spent. Details are given in the PCC report. We have purchased NHW signs for which new schemes can apply, up until 30 April 2015.
- c. County & City Treasurer's Reports** DR reported on NW funding in his PCC report. City monies were incorporated into joint NW funds when county & city combined. MP reported on the county funds which, for the large part, have been provided by Notts CC and have been allocated for specific purposes. Combined remaining monies allow NW to operate for a further two/three years but limits our ability to be pro-active. No further funding has been procured for 2015-16. Council/PCC have previously funded NW but we now need to look for sponsorship elsewhere. A sub-committee will explore future funding after the AGM. **C/F Action.**
- d. Meetings attended on behalf of NottsWatch**
 - JW & DR met with [Cllr Gilfoyle](#) 3 February 2015 to review NCC involvement with NW.
 - SAS had meetings with members PC Kenna and PCSO Ward January 23 & 30 respectively, ahead of their joint presentations at Beeston Rylands and Attenborough Community Action Team meetings in March.

5. Discussion re:

- a. **Conference** - DR confirmed AP has organisation well in hand. JL waiting on one further stall to confirm. Discussed cadets being present, as last year. **Actions: 1. DR to ask AP to email RS & advise how many cadets required and their purpose. 2. All members to register attendance electronically. 3. JW/JL to send AP pictures from EM Forum and all members to consider sending images to AP for the conference booklet.**
- b. **NottsWatch Review** DR had previously distributed summary proposals and invited comment. JW advised deadline for amendments to recommendations is 24 February. The document will then be published. The review highlighted that regions with a higher proportion of NHW schemes also had a higher level of police involvement.
- c. **East Midlands Forum** JW reported all regions are facing funding issues. Monies no longer given purely for running costs but bids need to detail specific purposes. Regional workshops set up for brain storming. NHWN accept they need to change. Details recently [published](#).
- d. **AGM/Nominations** DR reported that no further proposals for trustees have been received other than the eight put forward by this committee. SAS is willing to remain as Secretary and DR will act as Treasurer. If any member of the Board wishes to take office as Chair, Secretary or Treasurer they should contact DR by 10 March to enable him to organise an election, should it be required. **Action DR to organise additional Trustees to sign Charities Commission declaration.**
- e. **Constitution** The amended draft Constitution has been uploaded to the website and sent out, via the alerts. It will also be displayed, via a projector, at the AGM.
- f. **Redistribution of Operational Manager's Role** - JL, who currently deals with all county administration, agreed to take over city electronic and telephone messages. DR & AP will review her remaining roles mid March. **Action DR to send SAS list of AP's roles.** RS offered to request police volunteer admin support once specific requirements are defined. **Action c/f to provide list of admin roles with which assistance welcome.**
- g. **Publicity Material** SAS reminded the board of the flyer entitled, "Are you concerned about crime in your area?" discussed at the previous meeting. She then showed an alternative entitled, "Would you like to build a better community?" Costs have been obtained. The two flyers appeal to neighbourhoods with different issues. JS requested 1000 of the former, in colour. **Action AP to order 1000 of "Are you concerned about ..." and**

request printers retain the Art work for potential future orders. Action SAS to provide high resolution versions to JL to upload to website.

- h. **Erection of signs - council objections** JS advised a coordinator in his association had a problem with the council who requested NHW signs be taken down. **Action JL to upload instructions to the website.** Essentially, observe the height restrictions, (the minimum height of 2.1 metres from the base of the sign to the grounds) don't use lamp posts that have alternative signage and send notification to the relevant council's lighting department, giving 14 days notice and specify the designated lamp post.

6. A.O.B. None discussed.

7. Date of next meeting - Appointed Trustees at the AGM to have inaugural meeting on 25 March 2015 to confirm our next steps towards formulating a 2015-16 plan.

The meeting concluded 12.45 pm