

Minutes of Suffolk NWA Executive Committee meeting

Monday 28:09:2020 via Zoom

Present: Tony Spall- Chairman (TS).) Linda Smith – NW Street Signage (LS) Graham Holmes – Data Base Manager (GH) Angie Barnettson-Treasurer (AB) John Sparks -Fundraising (JS) Sue Strutt-Secretary (SS)

1. Apologies /Introduction Apologies from Bob Gooch

2. Minutes of the previous meeting held 22/06/2020

Agreed unanimously.

3. Matters arising /Actions from previous meeting.

All actions from the last meeting were met and removed for future meetings

4. Events programming planning update ML.

5. Chairman's Report TS

- Since July 2020, we have seen 7 schemes close, and 3 new schemes created.
- NWN are offering grants for local associations and individual schemes this year - A pot of £5k, plus an additional £5.2k (AGM cost savings) will be available. More details from NWN to follow.
- The NWN AGM will be held online this year on 24th Nov.
- NWN are seeking interest from Associations that may wish to be involved in a newly formed Rural Crime Partnership. **ACTION: TS to request more detail from NWN**

6. Treasurers report AB

There has been no recent activity regarding changes to the financial statement submitted for the AGM

The Balance total for 16 July was £2,392.89

There have been no transactions since that date and therefore

the balance total remains the same.

Balance total current as of 27 September 2020 is £2,392.89

7. Membership Data Base RESTRUCTURING GH

There are two major pieces of technical work to report this quarter.

Firstly, the 2020 SNWA AGM was held during July and August in virtual space due to COVID restrictions. A custom online questionnaire was created to address the legally-required procedures and processes – most importantly the agreement the 2019 AGM minutes, and the election of the executive committee for the next year. Access to the questionnaire was open to all primary, deputy, and area coordinators, as well as members of the executive committee – a total of almost 1,000 people. In the event, the 2019 minutes were agreed and seconded, and all existing members of the executive committee were re-elected and seconded by a comfortable margin.

Secondly, following several requests, a new application has been created for the public-domain SNWA website. It will allow users to find the locations of NHW schemes near where they live. The application asks the user to enter their postcode, then takes them to an Open StreetMap map. The map centres on the user's postcode, and the locations of all SNWA schemes are shown by an overlay of markers. The overlay is created in real time using data from the SNWA database. (Technically, the markers are positioned at the latitude and longitude of the primary coordinator's postcode; the conversion from postcode to grid reference is made using a locally-stored file of almost 70,000 postcodes covering the wider SNWA area, which in turn is regularly updated from a national database of 1.7 million such entries.) By clicking on a marker, the user causes a popup to appear, which contains the scheme name and postcode, and the distance from that scheme to the user's location. Furthermore, the scheme name is a hyperlink, which when clicked opens a form allowing the user to send an email to the primary coordinator of the scheme in question. It's necessary to state that, in line with GDPR, the application doesn't make visible any scheme coordinators' personal details.

8. Fundraising JS:

As Angie reported we have had no new donations from Town/Parish Councils to whom I sent emails in the first part of this year. (and still await the £50 donation from Great Waldringfield). The response overall therefore was very poor as over 90% failed to reply to our request. Whereas normally I would have followed up on these councils by now, the Covid situation delayed their normal early year meetings they may have held, but since then rather than make new funding approaches, we have since decided to contact them in a different way. (See Item 9)

9. Town and Parish Council Liaison

Town/Parish Council Partnership development.

With Tony in the chair we have formed a small sub- committee consisting of myself, Mark and Linda to discuss the matter. Our first (Zoom) meeting was held Tuesday 22nd September 2020. In summary it was agreed that we initially have three scenarios i.e.

- 1) Parish/Town Councils with no NW representation.
- 2) Parish/Town councils with one or more NW coordinators, but not linked with each other.
- 3) Parish/Town councils with one or more NW coordinators, already working in "partnership".

The committee agreed that at this stage the priority should be to concentrate on obtaining more NW coordinators at these local levels rather than seek donations again. So, Scenario 1, should be our first approach and Tony agreed to split the modified Town/Parish Councils list of 438 into four parts for each of us to email to. The committee agreed to circulate draft questionnaires/survey letters for us to finalise before their circulation.

An interesting development that Graham mentioned at the meeting (and appeared on this month's SNWA newsletter) was the use of "post code" identification of NW coordinator's, whereby councils could search their nearest coordinator by inserting their post code.

10.AOB

Next meeting date 11th January 10;30 via Zoom

Minutes were taken by Sue Strutt with added reports from members of the executive.