



# NEIGHBOURHOOD WATCH ASSOCIATION



## Minutes of Suffolk NWA Executive Committee meeting

**Monday 17<sup>th</sup> May via Zoom**

Present: Linda Smith – NW Street Signage (LS) Graham Holmes – Data Base Manager (GH)  
Angie Barnetson-Treasurer (AB) John Sparks -Fundraising (JS) Sue Strutt-Secretary (SS) Mark  
Lillie Events (ML) Bob Gooch (BG)

### 1. Events programming planning update ML.

**ML** Reported that he would do an infantry of the Gazebos, tables, banners

### 2. Treasurer's Report for 17 May 2021

**Balance carried forward from 19/04/21** **£3021.89**

There have been just four transactions three reimbursements paid out and one payment which was a donation from Chelmondiston Parish Council.

#### Expenditure

26/04/21	Angela Barnetson for Roller Banners	£ 497.78
28/04/21	Angela Barnetson for Zoom Account	£ 143.88
04/05/21	Tony Spall expenses claim	£ 167.55

#### Income

11/05/21	Chelmondiston PC	£ 40.00
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**Balance total, current as of 17 May 2021** **£2,252.68**

### 3. Membership Data Base GH

Graham updated us on the final dates for the run up to the AGM.

28<sup>th</sup> May 1st stage of communication

25<sup>th</sup> June responses in

2<sup>nd</sup> July 2<sup>ND</sup> Stage of communication

16<sup>th</sup> July AGM

23<sup>RD</sup> July 3<sup>rd</sup> stage of communication announcing the results

Existing Committee prepared to be named officers

Chair: Mark Lillie

Vice Chair: Bob Gooch

Secretary: Sue Strutt

Treasurer: Angela Barnetson Communications: Tony Spall

Database: Graham Holmes

Events: Mark Lillie

Funding: John Sparks

#### **4.. Town and Parish Council Liaison JS**

From a local point of view, Palgrave has remained quiet and the only crimes that have been reported to me have been some stolen livestock and a forced vehicle entry, both of which PC Simon Green at Halesworth has been most helpful.

As you know, there is some very good information on the NWA National webpage on fundraising guidance, and some of the suggestions, I will raise for discussion with the Exec. However before we get ahead of ourselves on that I think we need to decide what we want to raise the funds for i.e. are there projects that we ( as the Exec.) are thinking of, and what level of expenditure will be needed to run the exec for the next twelve months? So, do we have a budget? (apologies if we already have one but I don't think so). We already know that some councils (esp Town Councils from our last year's correspondence) have asked not only to see our last 12 months' accounts but whether we know and have planned for our expected level of expenditure over the next twelve months! (e.g. Cost of Zoom (or room hire), leaflets, phone calls, local travel, printing, general expenses, etc. etc.). Also, any companies (e.g. Suffolk Security, local businesses etc) would do the same. Before contacting any of them, I would check with the National NW Head of Fundraising first, to ensure we don't conflict with any ethical and/or commercial operating policies.

#### **5.AOB.**

SS to ask TS for a list of contacts that we should be in touch with as she has had very little contact from anyone after contacting the National site.

(Action/ TS please could you compile a list for us to discuss.)

**Next meeting date June 21ST, 2021 @10:00 on ZOOM**

Minutes were taken by Sue Strutt with added reports from members of the executive and other agencies sent via email