

Minutes from SNWA Executive Committee Planning Meeting - St. Francis Church Hall, Ipswich - 21st March 2022 - 10:30 am - 1:15pm

Attendees: Mark Lillie(ML), Tony Spall(TS), Graham Holmes(GH), Angela Barnettson(AB), Sue Strutt(SS)

Apologies: John Sparks(JS), Bob Gooch(BG)

1. Objectives and priorities for 2022:

A comprehensive and constructive discussion took place around the 8 SNWA aims displayed on the Welcome page of the website. It was agreed that the aims were still relevant and that the 2 areas for priority in 2022 are:

1. Foster closer links with the Police and other partnerships:
Action: ML to reach out to Steve Wright and CEO's to discuss opportunities for further cooperation.
2. Strengthen Neighbourhood Watch networks and help them expand:
There are 899 NW schemes in Suffolk with the potential for 52 Local Area Coordinators (LAC's). Currently only 20 out of 52 LAC positions are filled.
Action: It was agreed that a priority to strengthen the NW network would be to increase the number of LAC's. The opportunity for Zoom or in person gatherings will be considered in 2022 targeting current and potential LAC's

2. Funding needs and future approach:

It was agreed that before funding needs can be fully discussed, the areas and items of expenditure need to be established.

Action: AB will produce an estimate of costs for the following:

-Travel projections – Web provider – Zoom membership/s – Projector and screen – Road Shows

ML raised the fact that with his pending location move it may be appropriate to choose a more suitable Suffolk location for gazebo and related equipment currently in his possession. AB also added that she still has possession of the additionally acquired banners for distribution to the 3 gazebo holders.

Action: AB kindly agreed to store the gazebo and equipment currently with ML. **Post meeting note:** ML delivered gazebo and equipment to AB 23/3/22

3. Events and Logistics:

- ML raised the point that as the country is 'starting to live with Covid' there may be more appetite for events across communities and SNWA can remind members that gazebos and other equipment are available to support them.

Action: TS to add article to April Newsletter reminding recipients of equipment available for events

- Marketing and visibility of SNWA was discussed generally and GH mentioned the 'In Touch' magazine distributed across some Suffolk parishes. TS also highlighted that a Boiler Plate is available to be tweaked and used where space can be secured in paper or online publications.

Action: GH to investigate whether space can be acquired in a future edition of In Touch magazine. **Post meeting note:** GH confirmed 23/3/22 that he has secured NW space on In Touch publication. GH and TS are reviewing suitable format and tweaking of existing boiler plate.

- Format and venue of 2022 AGM was discussed. It was agreed that an in person gathering may still be challenging this year with Covid not out of sight. The email process from the past 2 years may still be the preferred approach, although it may be possible to consider using Zoom.

Action: Agree AGM approach in next SNWA Exec Comm meeting.

4. Roles and Responsibilities of team members and 'double hatting'

Exec Comm members with more than one role were discussed. JS currently manages two roles and it was proposed that AB merges the Funding role with her current Treasurer role and JS can focus on SALC relationship. ML raised that the Events role needs to be filled by someone else going forward so that he can focus on Chair role. SS confirmed that she is available for minute taking when she is able to attend scheduled meetings.

Action: ML to discuss slimmed down role with JS. **Post meeting note:** JS has confirmed that he is comfortable to focus on SALC and agrees that Funding sits well with AB as Treasurer. In addition JS confirmed that he intends to resign from Exec Comm at the next AGM.

Action: TS to advertise Events and SALC roles in forthcoming Newsletter.

5. A.O.B

It was agreed to target 4 in person Exec Comm meetings per year going forward, with others being held via Zoom.

Next Exec Comm Meeting will be scheduled for May.