



Minutes of the Executive Committee meeting held on 6th December 2023 7-8.30pm via Teams

1. Welcome and apologies

Attendees: Angela Barnetson, Nick King, Tony Spall, Brian Sivyer, Paul Garner.

2. Actions from 11 Oct 23

- i) NK will re-issue an updated version of the AGM minutes to the committee. **Completed.**
- ii) NK to draft and TS to email PCC Office as the single point of contact on the three points raised by attendees at the AGM. **Completed.**
 - **NEW ACTION: TS to forward the responses to the parties concerned.**
 - **NEW Action: TS to incorporate the responses into the draft minutes of the 2023 AGM.**
- iii) TS to email Sgt Wright asking for any new guidance on future Police structure and include a copy of the AGM minutes. **Completed.**
- iv) NK will draft an email to go to the Force and PCC with our suggestions on interaction. **Action deferred to early 2024 in line with the Local Engagement Plan.**
- v) TS and GH to devise a short questionnaire to go out with the minutes of the meeting to all those who registered for the AGM. **This action is no longer required.**
- vi) PG to send out the combined comments on the SNWA constitution from Angie and Tony for further review and comment by all. **Completed.**
- vii) GH to collate the email list of the 20% of our coordinators do not receive Police Connect and 17% have never heard of it. **Completed.**
- viii) GH to collate the email list of the 11% say they don't receive the SWNA newsletter and 4% not aware of it all. **Completed.**
- ix) NK to draft the emails about Police Connect and SNWA newsletter and TS will issue them. **NK has drafted the emails, TS will issue shortly.**
- x) NK to draft a local engagement plan for review by the committee. **Completed.**
- xi) PG to plan four more Teams based Executive Committee mtgs through to summer 2024. **Completed. Exec mtg dates: 7th February 2024, 3rd April 2024 and 5th June 2024.**
- xii) PG to identify potential dates for the AGM. **Completed. AGM Date: Tuesday 2nd July 2024, 7pm start at Coddendam Centre.**
- xiii)

3. Feedback from SALC event on 29 Nov

NK, TS and PG attended the Suffolk Association of Local Councils conference at The Hold on 29 Nov 2023. The event was attended by approx. 80 delegates plus approx 15 exhibitors including:

- Babergh/Mid Suffolk District Council
- East Suffolk District Council
- Suffolk County Council
- West Suffolk Council
- Community Action Suffolk
- Rural Coffee Caravan
- Suffolk Community Foundation

TS provided a live SNWA database lookup on our stand to 10-15 Councillors who were unsure about the status on NW in their area.

SALC CEO, Sally Longmate, told us that they issue a quarterly publication “Local Councillor” which has a distribution of 600 to 700. SALC would be happy to include articles from us in this publication. SALC also offered us the opportunity to record a webinar, video or podcast.

ACTION: NK to write to Sally to thank SALC for the event and to offer material for onward distribution.

ACTION: PG to update the one-page leaflet on SNWA with non-expiring QR codes for NK to send to SALC.

4. Scheme Mapping on NWN Database

TS described the issues with our attempts to have all the Suffolk NW schemes mapped on the National NW database. TS has previously mapped approx. 400 of our schemes, one by one, onto the national system, however only individual scheme coordinators have the ability to add their name as scheme coordinator. This has resulted in some 400 schemes which are not made visible by the national system due to their policy of not displaying schemes without a named coordinator. TS has regularly reminded our coordinators to go onto the national site and register their scheme but this has not been very successful. It was agreed that TS should not attempt to load any more schemes onto the national system and that the requirement for coordinators to add their schemes would be reiterated through our Local Engagement Plan and future coordinators communications.

5. SNWA Constitution and Exec Committee updates

Angela Rayner has stepped down from the Executive Committee. Angela was thanked for her contributions to the Committee’s work during 2023.

TS has updated the Executive Committee role descriptions (<https://suffolknwa.co.uk/executive-committee.html>). The role of Area Coordinators was discussed. It was agreed that this role is of vital importance to the effective function of SNWA, however, given that 19 such roles exist it was agreed that it would be not be appropriate for them to be included as members of the Executive Committee. We agreed that Area Coordinators can join Executive Committee meetings as a guest but without voting rights. We also agreed that we should aim to hold regular on-line meetings for the Area Coordinators to be better embed them into the SNWA. This will be included within the Local Engagement Plan.

ACTION: TS to amend the Executive Committee webpage to reflect the changes agreed.

The SNWA Constitution is in the final stages of modification following comments by members of the Executive Committee. Once finalised the new draft Constitution will be put forward for formal approval at the 2024 AGM.

ACTION: TS to update version 8.1 to incorporate final comments from NK, and circulate to the Executive Committee as version 8.2.

6. New Suffolk Policing Model

The new Suffolk Policing Model was launched on Monday 4 December by Suffolk Constabulary. The launch was accompanied by Police Connect messages and a press release. In tandem with the changes the Suffolk Constabulary website is being updated to reflect the new policing neighbourhoods and their associated policing teams, this is a work in progress and not yet complete for every team. TS reported that he had been contacted by three new Community Police Officers (CPO) asking for information about NW schemes in their new areas. TS has replied to each with current information as we have it and suggested that they might like to have read-only access to the SNWA database in future (this was the case with the old CEOs across the County). We discussed logging the names of the new CPOs and their territories in our database which may be something for Graham to look into.

ACTION: TS and GH to investigate how we might log CPOs and their territories in our database.

We discussed the impact the new model will have on SNWA structure and that we will need to adapt our structure once the new policing model has bedded in. It was agreed that we should encourage as much interaction between the new neighbourhood policing teams and SNWA as possible. We also agreed that we should play our part in publicising the new model and SNWA's endorsement of it.

ACTION: NK to draft a short press release from SNWA about the new model.

7. AOB

NK introduced a draft Local Engagement Plan. The plan was discussed and endorsed with some small modifications. The latest version (draft nk 041223.pdf) is circulated along with these minutes.

The safeguarding issue noted in the minutes of 11 October has been dealt with and resolved to satisfaction of SNWA and National organisation.

ACTION: TS and BS to ensure that the local Police CPO is aware of the situation with this individual and Neighbourhood Watch.

TS attended the National AGM on 5 December reporting that National's finances looked healthy and that they continue to campaign for younger recruits to NW.