



Minutes of the Executive Committee meeting held on 3rd April 2024 7-8.45pm via Teams

1. Welcome and apologies

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

2. Actions from 7 Feb 2024

- *TS and GH to investigate how we might log CPOs and their territories in our database – **almost complete subject to final check with BS Area***
- *GH to create an Area scheme listing for BS to check - **completed***
- *NK to amend the Area Coordinator call agenda and NK and TS to issue the agenda to the attendees - **completed***
- *All to review the draft leaflet and copy any comments to the Exec. by Wednesday 14th February - **completed***
- *TS to issue an invitation to the SNWA AGM on 2nd July to the PCC and Chief Constable – **ongoing, TS to progress***

3. New Policing Model

a. Feedback/Comments on our meeting with Sgt Wright 21st March

The Executive held a useful on-line meeting with Sgt Steve Wright who remains our SPOC within Suffolk Police. Steve has provided TS with the direct web link to Constables County and has had the issue with a broken URL for Police Connect resolved. Three more quarterly meetings have been arranged with Steve: 1st July 14:30; 12th Sept 14:30, and 19th Dec 14:30.

Action - PG to issue the Teams mtg links for each meeting.

b. In Touch publication input by Suffolk Police

GH noted that in the past some PCs/PCSOs had made written contributions to the local In Touch magazines in Suffolk. In Touch covers approx. 10 areas in Suffolk and could be a useful mechanism to distribute Police and/or NW information. We agreed to raise the potential for future Police contributions with Sgt Steve Wright and to look at the feasibility of placing a single article from SNWA.

ACTION NK to investigate the opportunity for a one-off article on SNWA with In Touch.

c. Any new updates/issues

BS organised a face to face meeting in the Lowestoft Area for NW coordinators which was attended by Inspector Jackson. Topics of discussion included the new Suffolk Police website and local policing priorities. NK also attended and has drafted a short article for TS and the next SNWA newsletter.

4. SNWA Database

a. Progress on data cleanse

NK and TS have been in contact with the Area Coordinators to prompt them to complete the review of scheme coordinators, slow progress is being made, however, some ACs have been unresponsive. TS and NK will continue to chase for completion by our deadline, the end of April. All the Exec members have also been contacting individual scheme coordinators in areas not covered by an AC with good progress.

ACTION – NK and TS to chase their A/C's accordingly.

b. Any other issues

We discussed the difficulties of allocating active/inactive status to scheme coordinators who failed to respond to multiple calls and emails. It was agreed that all coordinators (and any of their deputies) who we mark as inactive will be sent a final email from SNWA comms informing them that their scheme will be removed from our database due to lack of response. The removed schemes will then be placed in an archive on the database and can be recovered if necessary.

ACTION – PG to revise his coordinator status sheets to clarify status as either active or inactive.

ACTION – NK to revisit the dozen or so entries he marked as “status unknown”.

ACTION – GH to wait until end of April before uploading the completed scheme status sheets.

ACTION – TS to generate the final email comms to removed scheme coordinators after end of April

5. Local Engagement Plan

Having held our Area Coordinator Teams calls in the week of 12 Feb the Exec agreed it was vital to keep up good quality communications with the A/Cs. It is suggested we have a follow up Teams meeting with A/C's (possibly in May).

We discussed the A/C role in general and in particular the high level of role vacancies, which have been very difficult to fill. Looking ahead it was felt that the A/C role may need to be ceased and instead those active A/Cs incorporated into the Executive team. The strengthened Exec would then aim to hold regular Command Area meetings for scheme coordinators, possibly one a quarter. This will be discussed in more detail at future Exec meetings.

a. Next steps on organising three Command Area meetings

The next steps of our engagement plan are to hold one face to face meeting for A/Cs and coordinators in each of the three Command Areas (South, East and West). We agreed that late September/early October was optimum timing for the meetings, that each meeting should be attended by at least two members of the Exec, local A/Cs and the senior Police officer for the area if possible. We also agreed to target guest speakers for each event such as cybercrime experts from local banks etc.

ACTION – TS agreed to draft a model approach to the planning of Command Area meetings

6. Communications

a. A New SNWA leaflet

TS circulated a proposed new information leaflet for SNWA on 2nd Feb 2024. Now that the issue over the Police Connect URL has been resolved we agreed to move forward with a print run of 5000 or 10,000 leaflets. NK has received a quote from Leiston Printers for £166 and £287 respectively.

ACTION – TS to obtain one or more alternative quotes for the leaflet print run.

7. Planning for the Annual Members Meeting/AGM on Tuesday 2nd July: 7pm start.

Planning will begin shortly. The Coddensham Community Centre venue hire is confirmed, speakers will be invited including the PCC and Chief Constable. Sgt Steve Wright has already accepted. Detailed planning will be the main topic of discussion at our next Exec meeting on 5th June.

ACTION – TS to check if Eric Sewell will be available to provide crime deterrent and prevention items for sale.

ACTION – PG check if invoice is due.

8. Update on Finances

AB provided a written financial statement showing that SNWA has a balance of £2,851.63 at 3rd April 2024. AB encouraged everyone to submit any expense claims in a timely manner so that a steady stream of bank transactions can be maintained.

Income is very limited, with a single donation from Chelmondiston Parish Council. We discussed PC donations in general and agreed that in future we should be clearer about how much value SNWA adds to PCs with a view to increasing contributions.

It was proposed that SNWA purchase some table-cloths for public events with the NW logo print. NK has recently ordered something similar for the Milton Keynes Association which he will show to us next week.

ACTION – NK to progress table-cloths.

9. AoB

- TS raised the safeguarding issue discussed at our 7th Feb meeting. Whilst the issue is resolved from SNWA perspective TS has noticed that the individual concerned has made two more attempts to register with the National organisation. TS will delete these entries. TS and BS will discuss if/how to raise this with Suffolk Police.
- TS has been dealing with a complex street sign application for a village involving 22 signs. There has been a lack of response from Suffolk Highways due to the named officer responsible taking retirement. TS is continuing to pursue the matter with Highways.
- NK and TS discussed the NW member registrations on the National Database via www.ourwatch.org.uk which currently stands at 1450 in Suffolk. There were 22 new registrations in January. In that month there were 180 NW schemes with registered coordinators on the National database in Suffolk. In March TS used the National comms system to send the March SNWA newsletter link to all registered members in Suffolk.