



The Suffolk Neighbourhood Watch Association



Executive Committee Minutes 5th August 2026 – 7pm *Teams online*

1) Introductions, apologies and welcome

Attendees: Nick King (from 19:40), Tony Spall, Mark Smith, Gavin Pond, Paul Garner
Apologies: Anthea Boast, Siobhan Smith, Angie Barnettson, Kev Graham

TS chaired the meeting from 7pm until NK joined at 7.40pm. TS welcomed Gavin to the meeting who was covering for Jean Potter.

2) Review minutes and actions from Committee meeting 3rd June 2026

Ongoing Actions

- TS to reissue the inventory list of SNWA items – **ongoing**.
- MS to discuss replacement Area Coordinator options with Trevor Gibbons – **TS will send a message to Trevor's deputies asking them to consider taking on the A/C role – ongoing waiting final input from Trevor.**
- TS/NK to agree whether a central SNWA email should be sent to all coordinators (regarding the distribution of lanyards), or whether an initial prompt is sent to A/Cs asking them to contact their coordinators – **ongoing: postage costs can be prohibitive. Now closed: solution will be to hand out to coordinators at NW events.**
- TS and Anthea to run their pilot (scheme coordinator) briefing session over the summer and share their feedback – **Complete. TS and Anthea are compiling feedback from attendees. TS will also attend the new coordinators training session from National on 13 August and will take a view on how to proceed for SNWA after that.**

New Actions on 3rd June 2026

- PG to send out a Teams invitation for Suffolk Connected call on 16 July - complete
- NK/PG to circulate the guidance on safeguarding - complete
- TS to update SNWA website with the new safeguarding material - **no longer relevant. Safeguarding is no longer a local issue and is now covered by National as their guidance material is on the public facing area of the national website.**
- NK/MS to consider area meeting venues in East and West – **complete. NK has arranged the East meeting for 6 October in Saxmundham and MS has confirmed the West meeting will be on Nov 26th in Long Melford.**
- TS to consider South area meeting venue options in Ipswich – **complete, the South meeting will be on 24 March 2027 in Martlesham.**
- NK to speak to the leadership team at Coffee Caravan to agree the best engagement strategy which could include provision of leaflets, physical attendance or even some modest funding from SNWA - complete
- NK to add comments to the draft advert for new Area Coordinators and circulate - complete
- PG to add promotion of NW in local media to committee meeting for further discussion - **on today's agenda.**

3) Police engagement

- CPT welcome emails to new schemes
We have had four new schemes created over the last two months. NK has sent the details on to Guy except for All Saints Road in Ipswich.
ACTION: Nick to double check with each new coordinator and ask them if they have received the welcome email.
We discussed the CPT named officer flag for coordinators on the SNWA coordinator forum. MS noted that in Sudbury area four officers have recently been changed but we have not been notified by Guy.

We agreed to change the website flag to point coordinators to the relevant CPT website which will remove the requirement for SNWA to remain abreast of officer changes.

ACTION: TS to have the software for the CPT flag changed.

- **Suffolk Connected**
We had a call with Colin Clack on 16 July 2026. The key issue was the growing discrepancy (~1000) between NW sign-ups and Police sign-ups. We are waiting on feedback from Colin about this. MS noted that there has been a recent PR push by Suffolk Police seeking new registrants to Suffolk Connected. NK aware of a couple of Police social media posts that did NOT get onto Suffolk Connected and brought this to attention of Colin to look into. Seemingly use of Suffolk Connected is not embedded yet.
- **Mark's latest engagement and expansion across County**
MS attended the interview panel for new Chief Constable for Suffolk. The panel was external stakeholders in the morning, internal stakeholders in the afternoon. The successful candidate should be announced imminently.
MS has been working with local police in the Bures area which always suffers from ASB problems in summer months. Police have been very proactive in the area as has MS, with this activity publicised on local Facebook groups.
MS planning to introduce the two new A/Cs to their respective CPT officers.
- **Nominated neighbour Scheme**
MS has been working with Haverhill and Sudbury police on the nominated neighbour scheme which has involved interacting with multiple agencies. The scheme will be launched in Haverhill and Sudbury and if considered a success it may be adopted force wide. 200 leaflets have been printed, funded by the police. Recruits to the scheme will be visited in person by MS and the local PC, their details will then be captured as an "intel" entry on the PNC. TS suggested there could be a link made to our database so that we would know which NW schemes have a nominated neighbour scheme in operation.
- One Big Multicultural Festival on 30 August – NW no longer attending.
- Henham Steam Rally 19th/20th September – NK/TS/PG will be attending

4) Lottery-funded project:

- **Plans for next Area Command Meetings**
Lauren and Paul from Trading Standards will present at the East Area Command meeting on 6th Oct and NK is also hoping for a speaker from local police. The West meeting will be on Nov 26th in Long Melford and the South meeting will be on 24th March 2027 in Martlesham. MS is likely to aim for discussions over how NW and West policing teams can work together more effectively. TS is aiming for some fresh topics at the South meeting e.g. Suffolk Connected.

ACTION: NK to go through the two funded project plans to establish where we are against the objectives in each plan.

5) Trading Standards – Suffolk Against Fraud

- SAF launch event was held on 17 June attended by NK. SAF have launched weekly newsletters, but so far, they have not been issued through Suffolk Connected. NK plans to keep up the dialogue with SAF and to understand their comms strategy.
- 350th NCC event at Kirton Village Green on 15th June was attended by PG. The event attracted ~ 50 local residents.

6) Engaging with the Rural Coffee Caravan

- NK met with the RCC CEO. Actions included RCC to put NW on their website, we need to generate the text and ask for it to be put up in a specific NW area rather than with the police under "better together". Once the NW element on the RCC website is agreed we can promote the RCC on our own SNWA site.
 - There are 3 coffee cake and community events in the near future: NW will attend 2: Stratford St Andrew on 12 Aug, Wickham Market on 4th September.
- ACTION:** NK to provide feedback after the 12th August event.

7) AGM review

- The attendance at the on-line AGM was very poor, in fact lower than our previous face to face events. We agreed that next year's event should be face-to-face. The emphasis will be on a member's meeting with high quality speakers and a very short AGM at the end.
- ACTION:** TS to update the SNWA website with the draft minutes of the 2026 AGM without the video recording or speaker slides.

8) Area Coordinators update

- A/C recruitment
MS has identified two new A/Cs for the South, MS will chase them to make contact with TS. Gavin Pond is likely to take over from Jean as A/C. TS to discuss progression plans with Gavin. NK has been talking to Helen Nichols who might be interested in the Southwold area A/C role, they plan to meet next week.
- Support for promoting NW within local media/newsletters
We aim to help coordinators to promote NW in their local media/magazine etc. We need coordinators to spot local media opportunities and forward our generic info to the relevant editor to promote NW. MS has some generic material that we could build upon. We also need to sharpen our comms into SALC for promotion to town and parish councils and target county library clerks. MS suggested that the SNWA committee needs to be more proactive at contacting individual NW coordinators. We discussed the best way to contact those people who have signed up to NW but are not members of a scheme, this is also a problem for National. Further thought will be required on how best to message these non-scheme members.
ACTION: MS to circulate his PR material.

9) Accounts update

- Revised mileage rates
Our mileage expenses rate has not been updated for several years. It was agreed that the rate should be increased to 45p/mile.
ACTION: suggest AB to implement as from 6th August.
- No other major expenditure has been incurred since the AGM budget statement. TS has purchased some new display tables, and NK has purchased the specialist cable ties for NW street signs.
ACTION: NK considering a top-up of street-signs and leaflets so will check what he has.
- MS mentioned that he is behind in claiming expenses. MS encouraged to write them up and submit as soon as possible as it can affect the accounts balances we have for the Lottery and PCC grants etc.
ACTION: MS to submit expenses due.

10) AOB

- TS noted that his local PC attended his recent area meeting, and he stated that his police CPT colleagues are now having to deal with shop and retail crimes on top of community policing. MS has seen that some CPT officers are being called back to support response teams. There are also now "town CPT teams" which have also taken resources from the local CPT. TS was surprised to see that National NW now offer free online retail crime modules for local businesses and shops. All these initiatives may negatively impact the CPT teams, which we need to monitor.
- MS needs access to NW schemes in the West; TS to chase GH for the data.
- GP asked if the nominated neighbour scheme will have a data link to Safekey. MS stated that GDPR does not allow direct links between the schemes, but police will keep a record in their intel system.
- MS recently met with the chief officer of the Special Constabulary. It was suggested that Specials could also be a NW coordinator.
- NK mentioned if SNWA could do so training to PCSOs on NW and Suffolk Connected for instance.
ACTION: MS will ask his contacts.

Future Committee Meetings:

- 7th October 2026 @ 19:00
- 2nd December 2026 @ 19:00