

# **Annual General Meeting of Cambridgeshire NHW**

**Held on 13<sup>th</sup> October 2010**

**at Hinchingsbrooke Police Headquarters**

**Attendees:** June Warrington (Chair), Polly Wilderspin (Hon Treasurer), Vic Nickson (Web-Site), Kevin Evans, Angie Walters, Andrew West, John Fuller, Trevor Bracken, Sally Davies, Carol Aston, Inspector Paul Ormerod, Susan Moore (Secretary).

**Apologies for absence :** Simon Carney, Lawrence Wright, Roger Outram

**55 Cambs NHW Members were present.**

## **1. Minutes of the Last Meeting:**

The minutes of the last AGM (8<sup>th</sup> October 2009) were agreed.

## **2. Matters Arising:**

- **Sale of signs and stock holding**

To be covered in the Honorary Treasurer's report

- **Meeting with Dr Gregson (Chf Executive of the Cambridgeshire Police Authority)**

The Secretary reported that she had met with Dr Gregson in order to establish a relationship with the Police Authority. We made two requests :

- To include NHW in the next policing plan.
- To consider making NHW a special responsibility of a member of the Police Authority.

- **Review of Website**

To be covered later at Agenda Item 9.

- **Appointment of Executive Group members**

To be covered under Agenda Item 6 and Item 11.

- **Development of Financial procedures**

To be covered under the Hon Treasurer's report. (Agenda Item 5.)

## **3. Report from the Chair**

The Chair reported that since the last AGM much had been achieved - particularly so in support of NHW Co-ordinators working within Cambridgeshire with the same minimum level of support from both the police and the Executive Group.

- NHW now holds its own copies of the database and are able to communicate directly with the membership.

- Executive Group member's contact details are now listed on the website [www.cambsnhw.org.uk](http://www.cambsnhw.org.uk). This has ensured easy access for contact by all Cambs NHW members and other members of the public to contact the Group.
- An identifiable NHW organisation had been established by implementing a standard agreed structure for all NHW Groups and Associations across Cambridgeshire
- Much useful work had been conducted piloting how NHW volunteers might work with the police successfully
- Minimum levels of service had been agreed with our police colleagues so that when a PCSO moves to another sector, only the relationship will need to be rebuilt.

The Chair also praised the work of Inspector Paul Ormerod for his constant support to the Executive Group and the Development initiatives he was leading.

#### **4. Honorary Treasurer's Report**

The Treasurer reported that:

- The accounts had been submitted to external auditor and lodged with the Charities Commission.
- The Treasurer reported successfully petitioning the bank to delete bank standing charges on the current account.
- The cheque signatory panel will be revised appropriately to reflect the names of newly elected officers.
- Investigations into limiting tax and VAT charges were in hand

Looking forward the Treasurer reported that:

- Telephone contact with Business Link and others would be made to make our presence known and in order to raise the, possibility of obtaining computers and tuition in computing for those Coordinators unable to be accessed by email at present.
- The Trustees of the Cambs NHW Fund planned to hold a financial planning meeting on 26<sup>th</sup> October 2010 to determine how best to use the cash reserves and how to increase funding income. It was noted that the main difficulty would be that much of the funding around is geographically zoned or has very tight parameters for which it can be used.

After a short debate on fundraising. It was clear that some attendees shared their fundraising activities. It was generally agreed that advice on best practice for raising funds locally would be welcome and Exec Gp undertook to publish advice to all members via the website. Following the Trustees financial planning meeting later in October 2010, it was agreed that the advice and

guidance rules on how to apply for funding would be placed on the web-site for all members to view.

**ACTION Vic Nickson**

## **5. Adoption of Revised Constitution**

The key differences between the revised and the original constitution were presented by Susan Moore. Two questions were raised by members.

- On the question of the issue number of the Constitution. This would be examined.  
**(Subsequent to the meeting, Issue No 1 (Aug 2010) was confirmed valid for the current issue of the totally revised and re-written Constitution)**
- On the question of title-name for the Constitution, a member questioned if this would be confusing for individual Co-ordinator groups and existing Associations. After some debate the members present agreed by a large majority (54 : 1) that it would not be necessary to modify the title.

Members were then asked to vote on the following resolution.

### **Resolution**

That this AGM agrees to adopt the revised Cambridgeshire Neighbourhood Watch Constitution Issue 1 (Aug 2010) with immediate effect. By a large majority the Resolution was adopted.

## **6. Removal of Cambs NHW from the Register of Charities**

Susan Moore presented the rationale (pros and cons) for leaving the Charities Commission List of Registered Charities.

### **Resolution**

That this AGM agrees to the removal of the Cambs NHW from the Charities Commission list of Registered Charities and confirms that we wish to retain our charity status but be categorised henceforth as a Small Charity.

**Question** from the floor. It was confirmed that it would be possible for Cambs NHW to return to register under the List of Registered Charities should the case for doing so dictate. Members were advised that should our income exceed £5000 per annum we would be required to return to the Register.

By a large majority the resolution was adopted.

## **7. Report back from the Delivery Group**

Inspector Paul Ormerod reported on the joint activities that the group had been involved in over the last year and their achievements. These included:

- Formation of the Delivery Group
- Agreement on Police and NHW structures
- Update of NHW documentation and guidance

- Re-registration of schemes in Fenland and Huntingdonshire
- Sharing of NHW Co-ordinator details
- NHW Support Volunteer pilot at St Ives
- Information sharing pilot project in the Catworth area
- Agreement to form a North & West Huntingdonshire NHW Association

Co-ordinators were reminded how important it was that changes of email address be reported as soon as possible to prevent loss of contact with each other and for the police data-base to be maintained accurately.

**Please Note : Coordinators are asked to notify any changes of their email addresses to Cambs NHW Executive Group by using the “Contact Us” facility on the Cambs NHW Web-site.**

It was also confirmed that new Co-ordinators should be visited jointly by both the police and NHW to help them establish their schemes.

Although it was planned to update the Ecops system it was announced that the new system did not yet have an agreed implementation date.

#### **Update on the Cambs NHW Website.**

The Objectives for the Site were : -

- For the web-site to be the natural place for NHW Coordinators to view and update their knowledge and to post information and offering samples of styles of communicating to Members.
- To offer a fast “*Contact Us*” and an ability for all Members to link speedily to other NHW contacts in the County.
- To show individual members where they fit in the wider County NHW scene and hopefully to stimulate their interest in contributing.
- To bring closer 2-way contact with the Exec Group of County NHW Reps and help us to understand what is happening locally in the County.
- To alert on topical fraudulent and scam crime activities.

Feedback was encouraged from the membership so that the Web-Site could be made more user-friendly and contain useful information readily available to Co-ordinators.

#### **8. AOB**

There was one item of other business raised by Mr J Morris which related to the administration of the re-registration process in his village. Mr Morris outlined the problem for the meeting but stated that advice he had received from the Secretary before the meeting had satisfied his questions.

#### **9. Election of Officers**

The Chairman reported that there had been no nominations to fill the vacant seats of St Neots (1 post), Cambs City (2 posts) and Peterborough (1 post). An expression of interest had been

received for the St Neot's post but the person would not be available to join the Group until later in the year.

Chair confirmed that potential members were welcome to attend Exec Gp meetings as observers and that this could be achieved through contacting the relevant Executive Group member for their locality. Towards the close of the meeting, Julian Bray of Peterborough Park Farm volunteered and was accepted as a co-opted Member onto the Cambs NHW Executive Group to occupy the available Peterborough vacancy.

Note : In the event, this vacancy would be valid only until the next AGM of the P'boro NHW Association.. At this AGM a separate vote was due to be held for two eligible candidates to be put forward from among its Association Officers to fill the two posts representing P'boro on the Cambs NHW Executive Group.

(June Warrington)  
Chairman of the Cambs NHW

13<sup>th</sup> October 2011 *(signed as a true record at the AGM Oct 2011)*

**Election of Cambs NHW Executive Group Officers.**

The Members at the meeting then elected officers to serve in the following posts on the Cambs NHW Executive Group during the following year : -

- Chairperson                      June Warrington
- Honorary Treasurer      Polly Wilderspin
- Secretary                      Susan Moore

**10. Date of next Meeting**

It was agreed that this would be determined outside this Meeting and posted onto the web-site.

The AGM was closed with the Chairman thanking members for contributing their valuable personal time to involve themselves in the debate of Cambridgeshire NHW matters at the meeting.