

Executive Group Meeting of 22nd January 2014
held at Police Headquarters, Hinchbrook

1. Attendance

1.1 Present

John Fuller (Chair)
Val Godby (Secretary)
Morcom Lunt (Treasurer)
Polly Wilderspin
David Godsmark
Vic. Nickson
Geoff Varley
Dave Harrowing
Sue Harrowing
Richard Taylor
Eddie Cloke
Karoly von Glos
Constable Lisa Raby
Sergeant Nick Lidstone



Chairman welcomed Eddie Cloke to his first meeting as co-opted representative for Huntingdonshire.

1.2 Apologies for absence

Roy Gerstner and Inspector Paul Ormerod offered their apologies.

2. Minutes of meeting held on 23rd October 2013 - Comments and approval

Minutes of the October Executive meeting were agreed subject to noting Constable Lisa Raby was present.

3. Matters Arising that remain unresolved - see also Action Log for all updates (Annex A)

3.1 Skydrive

The following information had been sent in an email from DG:

Following the last exec meeting Richard Taylor created a new skydrive account for CNHW. I have now copied to it the contents of the Skydrive folder previously created by Kevin Evans. The link below will go directly to it.

https://login.live.com/login.srf?wa=wsignin1.0&rpsnv=11&ct=1382603976&rver=6.2.6289.0&wp=MBI_SL_SHARED&wreply=https:%2F%2Fskydrive.live.com%2F%3Ffc%3D2057%26mkt%3Den-GB&lc=2057&id=250206&cbcxt=sky&mkt=en-GB&cbcxt=sky

The email address is enhw@outlook.com

Password: cambs2013

It now contains 7 folders; AGM 2011, AGM2012, Constitution and Policies, Correspondence, Exec minutes, Finance & Logo. Before any documents from 2013 are uploaded should there be any changes to the folder structure? For example: would it be improved if a master 2013 folder contained all 2013 exec minutes, correspondence, financial reports and AGM documents?

Following discussion agreed to keep as simple as possible with documents in years and folders as above.

4. Treasurer's Report

Morcom Lunt (ML) had circulated copies of his report. See Annex A. Eddie Cloke queried whether the monies from the St.Ives account sent to ML were shown in the statement. ML confirmed they were in the account. The report was agreed.

5. NHW Development

a) Update on work streams – Now agreed that the group would meet quarterly. Work to produce new terms of reference and/or service agreements was in hand. Draft expected before next meeting. Development work to further training and understanding of roles of NHW and needs for police staff to communicate effectively in a timely and contextual manner was becoming urgent. The group acknowledged and appreciated the significant work undertaken by Lisa Raby to get the Alert system up and running and noted the considerable time taken to train officers and police staff. It was now hoped that as Alert demands reduced concentration could now move to other development work. **Action PO/LR/JF**

b) Alert - Technical issues remain which makes some elements of the system clunky and negatively affects the attitude of co-ordinators towards loading scheme members. It was recognised that these will take time to fix but the system as an administrative tool to manage account and message members was generally working well.

c) Identification of funding needs – Members had been asked to bring bids to the meeting. Peterborough produced a comprehensive costed development plan. Alan Paul presented the plan and asked for finance to support items 1-9 on the plan. See Annex B. "Peterborough NHW Association submitted their Funding Plan for 2014 which had been circulated prior to the meeting. Following discussion it was agreed to fund items 1 to 8 inclusive totaling £3276 on the understanding that where items will be available to be share with other areas subject to availability.

Agreement was given to produce a 'Protect your home from Unwanted Visitors' card to be delivered by NHW representatives following crime, particularly in areas where NHW coverage is weak. It was agreed to print ... and these would be piloted in Peterborough, Cambridge and Fenland.

Acquisition of more copies of the 'The Guide to Getting Involved' was not finalised. The publisher had responded but no details were available. Richard Taylor agreed to get a price for further copies. **Action RT**

JF also mentioned NHWN were also producing a similar guide to be made available nationally. Content had been prepared but no details were available as to how this would be distributed and whether charges would be made. JF to follow up. **Action JF**

d) Regional and National Issues – Survey being conducted in NHW window sticker to access use of and feedback to the sponsors, Master Locksmiths. JF to complete. **Action JF**

Reminders were given regarding NHWN national awards and cut off date for submissions before end of February. **Action ALL**

National had reported poor response rates to surveys. This was particularly so in eastern region.

6. Website Report – Vic Nickson spoke to his circulated report. An increase in reported hits was noted.

7. Area Updates – Vic Nickson had circulated his report via email which members thought was helpful. Generally there was steady growth in most areas but gaps in terms of executive representation in parts of Fenland remained an issue.

8. Date of Next Meeting

7pm Wednesday 30th April 2014 at Police Headquarters, Hinchingsbrooke Park, Huntingdon.