



**Torrige District Neighbourhood Watch  
Minutes of Forum Meeting held at  
West Croft Junior School, Bideford  
Tuesday 10<sup>th</sup> January 2017 at 7.15 p.m.**

**Members Present:**

David Braziel (Vice Chair), Mike Jackson (Secretary), Helena Schiller (Treasurer) Angela Lovering (Bideford), Roger Copp (Milton Damerel), John Bowers (Winkleigh), Luke Brennan (Bideford),

**Guest:** Barry Jenkins – Winkleigh Co-ordinator

**1. Welcome & Apologies.**

David welcomed everybody to the meeting and explained Tom's absence due to illness. Barry had been invited to the meeting, having expressed an interest in the Forum, to see what actually takes place. The following apologies were given: Tom Carrick (Chair), Robin Edmonds (Woolsery), Jane Wilson (Woolsery) and Christine Summerfield (Bradworthy).

**2. Minutes of the Previous Meeting held 11<sup>th</sup> October 2016.** These had been previously circulated and no amendments were needed. With all members who were present, in agreement, David signed the master copy as a true record of the proceedings.

**3. Matters Arising.**

- a) 3b – Sally Ferris has now been transferred to Barnstaple and replaced by Dave Monkton.
- b) 5 – Holsworthy Records – PFCSO Mark James is still trying to make contact with Lorraine Harris, who has been vetted but hasn't returned a Watch registration form.
- c) 9a – David's new deputy CO is Don Longo. He passed the vetting and will be collecting his ID badge on the 12 January.

**4. Chair's Report** (Tom Carrick). Not available.

**5. REPORTS:**

**Treasurer.** A Happy New Year to you all. Our present bank balance is £1705, £435 down on this time last year. Not included in this balance is an expense claim from Tom for £104.23, which needs the Forum's approval. This claim covers the last four years and will therefore give an untrue figure to the last three years annual Statements of Account. A summary statement is set out below and Helena asked if anyone had any questions, comments or claims to submit?

**Income & Expenditure Statement as at 31.12.2016**

<b>Expenditure</b>		<b>Income</b>	
Items purchased for the Office	24.57	Torrington Com. Allot. Grant	25.00
North Devon Print – Newsletters	117.00		
Jamaica Press	117.40		
<b>Total Payments</b>	<b><u>258.97</u></b>	<b>Total Receipts</b>	<b><u>25.00</u></b>
Bank balance 31.12.2016	<u>1704.75</u>	Bank balance 28.09.2016	<u>1938.72</u>
	<b>1963.72</b>		<b>1963.72</b>

The members raised a number of comments and questions concerning the expenses claim from Tom:

- Shouldn't expenses claims be submitted on an annual basis?
- Concerns were raised that our accounts for 2013, 2014, and 2015 are incorrect and have been used in support of grant applications, some of which have been reduced or declined last year.
- A note will need to be included with the 2016 accounts to explain the situation.
- Why are expensive paper copies of letters being made when they could be kept in a computer file.
- Shouldn't the Office computer and printer be used instead of expensive copies from home or paper from the Office used at home leaving only the cost of the ink?
- Our Constitution perhaps needs to be amended to cover the matter of expenses.
- The payments for home printing need to be reviewed and put on an agreed basis.

With Tom not being present to answer these various comments it was decided to hold the matter over until the next Forum meeting.

**DaCCWA** (David Braziel). The meeting which was scheduled for December had to be cancelled so there is nothing to report.

**Torrington Records** (John Bowers). No changes to report.

**Bideford Records** (Angela Lovering).

- We still need Area Co-ordinators for Buckland Brewer and Appledore, and in addition we now need one for Westward Ho! as the result of Bob Line's resignation.
- Six Co-ordinators have resigned and two have passed away. The resignations are: one each at Appledore, Bideford West, Northam & Hartland and two in Westward Ho! Sadly, the two Co-ordinators who passed away were in Bideford West and at Appledore.
- We have one new Co-ordinator at Broadlands, Bideford and a prospective new Co-ordinator at Hartland when the vetting is completed.

**Holsworthy Records** (Mike Jackson). Since the last Forum Meeting we have lost two COs – Peter Fry from Holsworthy Beacon who resigned with nobody being prepared to take over, and Richard Brown from Holsworthy Town who has moved away without telling us. We are still in need of ACs for Holsworthy Town, Cookbury, Pyworthy Village, and Sutcombe so that Toni Sluggett will be able to retire. Our new Sergeant at Holsworthy, and also Torrington, is Dave Monkton. Sally has moved to Barnstaple.

**Grants** (Mike Jackson). Bideford TC have made a grant award of £75 which will be payable in April and Gt Torrington TC have confirmed a grant of £50 to be payable in two tranches. In November, Graham Shackson who is our AC at Bucks Cross wrote to his Parish Council requesting that they support us with a grant. I have heard nothing further and presume that the request wasn't successful. This isn't surprising because most Parish Councils tend to restrict their grant aid to organisations based within their parishes.

In view of the possibility that the Police might cover our stationery costs in the future could I ask the treasurer to work out, for our next meeting, our annual running costs excluding all stationery costs, so that we will have an idea about future funding requirements.

**Publishing** (Mike Jackson) Nothing to report.

**Secretary** (Mike Jackson). Nothing to report which isn't mentioned elsewhere.

**Report from Newsletter Editor** (Angela Lovering). The next Newsletter is due in the Spring 2017, for issue at the mid-June NHW meeting. Articles are required please to: [angela.jl@btinternet.com](mailto:angela.jl@btinternet.com)

**6. AGM.** Tom has already secured two speakers for the AGM because there will be no elections this year. They are Superintendent Toby Davies who is the LPA Commander for North and West Devon, and Inspector Shaun Kenneally who has recently returned to Torrington following duties elsewhere. Helena and Angela volunteered to organise the refreshments.

**7. Dates & Venues for 2017-18 Meetings.** These were discussed at length with concerns raised about the falling support seen at some venues over the past few years. It was decided that for the next 12 months we will try to book the following:

Forums Meetings – All at the West Croft School

April – Bridgerule

June – Winkleigh

September – Appledore

November – Bradworthy or Chilsworthy

AGM 2018 – Westward Ho!

A full list will be issued and the website updated as soon as we have confirmation.

**8. CO Questionnaire Update** (Mike Jackson). To date, I have received only 20 responses out of a possible 318. Asking for a return date of the 31 December was perhaps a little ambitious on my part because I found out just before Christmas that most of the Holsworthy newsletters and questionnaires hadn't been delivered and will only be going out this month. I don't know if this situation is the same for Bideford and Torrington. I will ask David to include a note in the next Crime Report to extend the closing date to the end of February.

**9. Running of the Forum and NHW Street Signs.**

- Mike expressed concern that without area co-ordinators we are losing Watches when COs leave us and wondered if there were any alternative models which we could operate under. David is to enquire with DaCCWA.
- The current large NHW street signs, which are made from some sort of plastic are not proving to be robust and are prone to damage from vandals and strong winds. We wondered whether it might be possible for a more rigid material to be used. David will pass our comments back to DaCCWA for a response.

**10. Methods of Advertising for Co-ordinators and Members.** Tom raised this item so it was held over for the next Forum Meeting.

**11. Any Other Business**

- **Manning the Office** – at the present time with no new Watches coming on stream we are not getting any calls to the Office and there is often nothing to do. It was agreed to suspend this function for the time being on the basis that Tom and David are in the Office earlier in the week and if any messages come in then the nominated person can be contacted to attend on the Friday. This will mean that Angela will still need to prepare a rota, in case of need.
- **Alert(CMS)** - Now that this system has gone live, if we have any messages which need to be actioned, then they can be sent to David who is the local administrator.

- **Recording our Meetings** – Tom was wondering about the possibility of recording our meetings which DaCCWA apparently do. David said that DaCCWA use small Dictaphones and Mike is to make enquiries about costs for the next Forum meeting.
- **Derek's Obituary Notice** – Mike asked how long we should keep this on our website "News" page and the general feeling was that it could be removed now.
- **Antagonistic Questioning at Meetings** – This practice has occurred a number of our open meetings, latterly at Appledore, which resulted in the resignations of two co-ordinators due to a case of mistaken identity. It was felt that if anything untoward should happen in future, that the Chairman should deal with the problem, at the time, in a polite and courteous manner when there is the backing of other Forum members present.
- **Speed Watch** – John Bowers reported that no progress had been made in respect of training for the Winkleigh volunteers, only himself being trained. Nor do they ever see or have contact with the Torrington PCSOs. Mike will try to speak to the new sergeant, Dave Monkton, when he is next in Holsworthy to ask him to try and resolve the matter. For the benefit of those members who are not involved in Speed Watch, Mike explained that Speed Watch is a PVP activity rather than an NHW activity, although it is frequently the same volunteers who are involved with both.
- **Minutes on our Web Site** – It was questioned as to whether there was a need to publish our minutes on the web site. As they get sent out to all area co-ordinators and some co-ordinators, all are free to pass them on without restriction. In the interest of transparency and information sharing there is no reason to restrict publication, which we will continue to do.

With no further matters to discuss, Barry was asked if he still wished to become involved with the work of the Forum. He confirmed that he does and after a show of hands vote, was welcomed as our latest member.

## **12. Date of next Meetings.**

NHW AGM - Tuesday 14 February 2017 at Westward Ho! Baptist Church Hall  
 FORUM - Tuesday 14 March 2017 at West Croft School, Bideford

With no further matters to discuss, David thanked everybody for coming and the Meeting closed at 9.05 pm.