



Nottinghamshire Neighbourhood Watch
NOTTSWATCH®



Minutes of NottsWatch Management Board Meeting 7 October 2016 1.30pm

Attending: -

John Wood	JW	Gedling
Sue Sambells	SAS	Broxtowe
David Rhodes	DR	City
Paul Macey	PM	Newark
Mary Penford MBE	MP	Mansfield
George Collins	GC	Newark & Sherwood
David Poole	DP	City
John Lennard	JL	Rushcliffe
Chris Thompson	CT	Partnership Office

Apologies: -

Cl Shaun Ostle	SO	Notts Police
Yvette Armstrong	YA	Notts County Council
Sam Boote	SB	Keyworth

1. Welcome/apologies RS is no longer lead for Citizens in Policing. SO now has this role, amongst other responsibilities. CT gave the board an overview of SO's new portfolio. The Board would like to thank RS for his contribution to NW and wishes him well in his new role.

2. Minutes of 19 August 2016 Management Board Meeting – formally agreed and will be uploaded to NW website. SAS reviewed and updated the actions with the Board.

3. Matters arising from the minutes/Actions

(i) JL has extrapolated all city data relating to NHW schemes and passed to DP who asked about 3(i) from August's minutes. SAS reminded a meeting would be arranged once he has compiled a working list of registered schemes and JW has had the opportunity to discuss city division of Notts Police's involvement with SO. CT explained the only changes were at a very senior level and not the structure of grass routes policing.

(ii) DR and JL are liaising regarding JL becoming Assistant Treasurer.

(iii) PM reported our bid for the People's Postcode Lottery was unsuccessful.

(iv) PM reported he proposes to purchase a laptop, projector and screen for a total of £600-700.

(v) MP updated the Board on the location issues for the Mansfield & District NHW office.

Mansfield Woodhouse P.S. to be vacated mid October. There is no room at the Mansfield Hub so MP will need to return to Mansfield P.S. MP thanked JL for his assistance with the relocation.

Lengthy conversation leading to two recommendations. 1. JW – To review the structure of Mansfield & District NHW and possibly bring it under the "umbrella" of NottsWatch. A further M&D NHW representative could join the Board. 2. CT – Recommended uploading M&D's data to the Police Local Area Network (LAN). **Action CT to discuss this proposal, plus MP's location/space with Supt. Richard Fretwell.**

4. Other meetings attended on behalf of NottsWatch

(i) **Parish Council & NHW Meeting** 1.9.10. JW, SAS & JL attended. The emphasis of the meeting was on communication between police and community – what info should be provided, how it should be published and the frequency of information given out. The attendees agreed www.police.uk provided comprehensive information but criticised the data being at least two months out of date. The current alerts system is under review by Notts Police. **Action CT to discuss with SO to liaise with Paula Goodband, Office manager, re MP and PM (both registered police volunteers) and their difficulties in accessing current crime details.**

The Board discussed the merits of the neighbourhood alerts system. CT advised two main concerns. 1. Farmers can receive text messages, but not necessarily emails, when ploughing their fields. There is a generous budget, to cover text messages, which is not being used as often as it should. It was suggested, by the meeting, that JW writes to CC Sue Fish in support of the continued use of the Alert system by Nottinghamshire Police. **Action JW.** 2. Notts Police would benefit from more up to date population data. They rely on the last census (2011) which does not take into consideration the current diverse communities. CT is seeking a meeting with their Real Time Intelligence Unit to further the messages sent by NHW alerts rural text system. **Action CT.**

(ii) **Priority setting Meeting** 15.9.16 – Main emphasis was on speeding in the area. Police & council setting up a new speedwatch scheme in Stapleford.

(iii) **Tackling Fraud** – organised by Outreach Solutions with speakers from Outreach, Experian, Cifas, Notts Police and, the pension advisory service. Attended by JL.

(iv) **EM Forum** NW are hosting the upcoming meeting (12 October) at Carlton P.S. JW thanked CT for his assistance in setting this up. SAS asked JW to clarify what constitutes as a “member” of a NHW scheme to qualify for the Co-Op’s 10% offer. Discussion amongst the Board as to potential interpretations. **Action JW.**

(v) **Dunkirk Community & Neighbourhood Watch Meeting** 5.10.16 DP attended the second joint community/NHW meeting and gave an update. Further to 3(i) above, **Actions SAS to draft an alert/survey for DP’s approval. JL to issue to city residents registered on the alert system.** Purpose – to identify and make contact with current city NHW schemes and encourage their support of community meetings.

5. CC grant & recording of new schemes

Action SAS, PM & JL to advise DR full details of schemes discussed at the meeting.

6. Scoping exercise update

JW had sent NW’s report to PT, ahead of the Parish meeting. JW and SAS had spoken to Supt Fretwell (RF) after the meeting. At his invitation, SAS sent RF the report. He has now passed this onto SO. Report/recommendations to be discussed at the next Board meeting with SO.

7. Service Level Agreement (NW/Police) Memorandum of Understanding (Notts.CC) news release

SLA and MoU uploaded to [NW website](#), along with brief explanation. **Action CT to issue a news release to his parish distribution list.** SAS suggested he use the article from the [July CiPD newsletter](#).

8. Finance update & Treasurer’s Report

DR distributed an up to date summary to each Board member and a detailed report to JW and JL.

9. Communication & Publicity report

Communication: SAS has registered NW on the CVS website www.nottinghamcvs.co.uk. She invited direction as to next steps, from the Board, to advertise for IT assistance (no reply from her email to CVS).

SAS provided feedback to Katie Ethelstone of Corporate Communications, Nottinghamshire Police regarding her action points from the Parish Councils/NHW meeting. **Action SAS to invite Katie Ethelstone plus Richard Brown to our next meeting** so we can productively discuss our concerns re alerts/promotion of policing info.

Social Media – SAS gave an overview of stats, recent posts and pros and cons for different mediums of communicating information.

Facebook Page – 161 likes – this week 164 post reach. Over 100 seem to read each post. Latest posts:
 Promoting our Resource centre – 108 post reach (3.10.16)
 Incidents involving dogs, the rules – 35 post reach (3.10.16)
 National’s newsletter – 118 post reach (30.9.16)
 Excerpt re CO-OP insurance offering 10% discount to NHW members – 101 post reach (30.9.16)
 See something/say something poster re nuisance off road bikes – 133 post reach (21.9.16)

Pros – easy to promote visually and from websites – not limited in characters. Easy to share to other FB users. Can see popularity of post.

Cons – very slow growth. Page from personal account.

Twitter – 689 followers

Be aware cold callers (3.10.16)

See something/say something poster re nuisance off road bikes (21.9.16)

Pros – easy to grow in followers and to follow other organisations and RT.

Cons – limited to 140 characters. Visually, not as effective re websites. Twitter users tend to follow many organisations so won’t necessarily see our posts. Less conversation generated. Can’t share.

Alert messages

Pros – Messages not “lost” in amongst many tweets or FB posts. Easy to save. Allows for lengthy messages.

Cons – Aesthetically, fairly dull. Unable to easily add pictures. Not a style that encourages sharing or conversation.

Publicity: Ongoing action point with YA re County district/borough websites.

Website:

1. **Links page** updated with new link for city FB pages and Victim’s Support new logo.
2. **MoU/SLA** Signed documents uploaded to “About us” page, with an explanation.
2. **Resource Centre** Little Book of Big Scams plus Bright Sky (App for people suffering domestic abuse) added.
3. **Partners/Links page** – JL has now completed stage 2 – eliminating clicking onto a pdf to view the page.

10. CiPD Newsletters

NW publish these on our [website](#). SAS advised these would now be issued bi-monthly. PM agreed to write an article for the Sept/Oct issue about Newark & Sherwood District’s interest in NHW.

Action PM. SAS asked Board for future contributions.

	Oct 16	Dec 16	Feb 17	Apr 17	Jun 17	Aug 17	Oct 17
Submission	Weds 26 th October	Weds 21 st December	Weds 22 nd February	Weds 26 th April	Weds 28 th June	Weds 30 th August	Weds 25 th October

Deadline	(Covering Sept and Oct 2016)	(Covering Nov and Dec 2016)	(Covering Jan and Feb 2017)	(Covering Mar and Apr 2017)	(Covering May and Jun 2017)	(Covering Jul and Aug 2017)	(Covering Sept and Oct 2017)
Aimed publication date	Tues 1 st November	Fri 31 st December	Weds 1 st March	Mon 1 st May	Mon 3 rd July	Mon 4 th September	Weds 1 st November

11 Proposed expenditure/Awareness-raising Campaign

SAS had obtained quotes for varying options for one and two sided window stickers. YA advised Trading standards **may** order a quantity of “no uninvited caller” stickers in the **future**. GC, understandably, reluctant to pay for stickers that may be freely available. SAS felt an order would only be appropriate for a double sided sticker promoting NW/NHW for a specific event.

12. Any Other Business

DR gave an update on the policies he and YA have drawn up for the Charities Commission.

Action DR to distribute the proposed policy re Minimising Risks to SAS to distribute for the Board’s consideration.

13. Date for next meeting

Friday, 18 November, 2016 1.30-4pm Dunkirk

Meeting concluded 4.45pm.