



Horsham District Neighbourhood Watch Association (HDNHW)

Minutes of the 1Q18 Committee Meeting

Monday 12th February at 7.15pm

Southwater Leisure Centre, Pevensey Road, Southwater RH13 9XL

Attendees

* Andrew Moffat (AM) – Chairman

* Michael Neale (MN) – Vice Chairman

* Arthur Carden (AC) – Secretary

* Tony George (TG) – Junior NHW

Valerie Comper (VC) – Area Coordinator

Jackie Reader (JR) - Area Coordinator

* Ken Broomfield (KB) – Street Coordinator

* Committee member

* Barrie Lane (BL) – Area Coordinator

* Trisha Lane (TL) – Area Coordinator

* Martin Bruton (MBru) – Street Coordinator

Superintendent James Collis (JC) – Sussex Police

Sergeant Craig Burgess (CB) – Sussex Police

Alan Strong (AS) – Asst. Street Coordinator

Roger Noel (RN) – Area Coordinator

1. Apologies: *Nicky Fuller, *Brian Jacobs, *Steve Guzy, *Pauline Kentell, *Diane Morrison, *Marc Bryant (MBry), *Shirley Mitchell, *Steve Guzy, John Wright, Inspector Sarah Leadbeater, Mary Irons (MI), Chris Jenkinson, Gill Muncey, Penny Groome, Deborah Gilham.

2. Not present: *Andrew Morgan, *Paula Morgan, *Diana Ellis

3. Welcome and Chairman's remarks

- a. **Chairman AM opened the meeting at 7.13pm** by welcoming first time attendees Supt. James Collis and Sgt. Craig Burgess from Sussex Police, Alan Strong from Horsham St. Marys Gardens; there then followed brief comments about recent events within NHW, including about Junior NHW; of particular note was frauds and scams and the proposal that some NHW volunteers be trained to assist the Police and other agencies with support of victims of scams; An initiative called HALT was mentioned in brief; John Wright, Chairman of Sussex NHW Federation, was unable to attend this meeting and give an update – further news and concrete proposals will be shared in due course.
AP1 – AM to maintain dialogue with John Wright (JW).

4. Review of Action Points

- a. The list of Action Points from the last meeting was then reviewed.
- b. Except for the following items, all items were either closed or were no longer relevant:
 - i. AP1 – closed; **MBru** raised concerns at the lack of detailed information about crime incidents and statistics in recent ALERT Bulletins; he cited recent car crime incidents in his area that were not publicised; Martin also mentioned the recent [29 Jan'18] edition of Fraud Newsletter which Supt. Collis, Sgt. Burgess and NHW Chairman AM were all unaware of! There then followed discussion about what meaningful and timely information about crime activity and statistics could be provided by Sussex Police to NHW contacts. The recently-signed Memorandum Of Understanding (MoU) between Sussex Police and NHW

includes a stated agreement about communications; however lack of action in this area together with concern from Sussex NHW Federation and all constituent membership areas about the current poor communications from Sussex Police is stifling our ability to maintain the interest of our current members, and, more importantly, engage and enthuse new members of NHW. These concerns have led to the Sussex NHW Federation Chairman, John Wright, flagging his concern to the most senior level in Sussex Police; it is anticipated that a meeting will be held with the Sussex Police Chief Constable in due course.

AP2 – report back on discussions with Sussex Police (JW)

- ii. AP3 – any car-crime incidents such as false number plates should be reported via the Sussex Police online reporting tool, <https://www.sussex.police.uk/contact-us/report-online/>
- iii. AP15 – Street Coordinator Mary Irons picked up this follow-up, not Deborah Gilham as stated; Mary has made progress and will continue researching what is available with respect to call blockers and the like.
AP3 – Mary to report progress at next meeting, if not before (MI)
- iv. AP16 – Arthur confirmed that Marc Bryant is happy to give relevant training on the use of ALERT to anyone who desires it.
- v. AP17 – Treasurer Steve Guzy was not present; the discussion about the correct reporting of NHW stock values in the NHW Accounts was deferred.

AP4 – Steve to confirm in writing how the values of existing, already-purchased stock should be reported in the NHW Account Records.

5. Update from Sussex Police

- a. Supt. James Collis gave a brief overview of his responsibilities which includes uniformed operations and firearms support. Supt. Collis was previously attached to Brighton & Hove Division for ~2 years and before that was with Avon and Somerset Police; he is one of the first ‘direct entry’ recruits into senior Police ranks, i.e. at Superintendent level. His previous career experience in Local Government included emergency response and business continuity planning, which has given him good grounding to oversee the bedding-in of many changes in policing structure, services, staffing, costs. The challenges are wide-ranging, particularly in the area of ‘engagement’ which Her Majesty’s Inspectorate of Constabulary (HMIC) recently criticised in their periodic review of Sussex Police. The Police Community Support & Engagement (PCSE) role is still evolving; whilst all parties recognise that communications need to be improved, Supt. Collis asked that NHW remain patient whilst Sussex Police get ‘their own shop in order’ first. This item cross-references similar items in these Minutes and remains a priority for all parties to get right.
AP5 – Sussex Police and NHW continue working on improving communications.
- b. Chairman AM cited some recent positive news when a handbag was returned to the owner within a couple of hours of its loss.
- c. Chairman AM then posed the big question ‘What more can NHW do to support Sussex Police?; the key reply was to support follow-up visits to victims of Scams and Frauds; further work is needed within Sussex Police first before this can be moved forward – Sgt. Craig Burgess agreed to coordinate this action.
AP6 – report back to HDNHW Committee with future plans.
AP7 – Supt. Collis to discuss the above and all ‘engagement’ items with Mark Eyre, a retired senior detective who is now responsible for many initiatives in this area.
- d. Operation Tulip 2018 – Sgt. Adam Ferries coordinated the 2017 event but has now moved on; Sgt. Burgess will pick up the reins – date proposed is **Sunday 15 April**; once the date is confirmed, NHW will advertise via its network and seek volunteers to help on

the day. The following confirmed that they are available on 15 April: **Andrew Moffat, Jackie Reader, Val Comper, Trisha & Barrie Lane, and Arthur Carden.**

AP8 – Sgt. Burgess to confirm date (possibly Sun 15 April) and venue(s).

- e. Crime reporting channels – as the issues with the 101 non-emergency contact number have been well-documented, both Supt. Collis and Sgt. Burgess reiterated that Sussex Police’s much-preferred method for reporting crime and anti-social behaviour and the like is the Sussex Police ‘Report Online’ facility – **stated in item 4.b.ii above.**
- f. Area Coordinator Trisha Lane asked for advice about handling the current persistent night-time noise and disturbance issues in Tesco’s Broadbridge Heath store car park; these issues have been ongoing for several months with little or no evidence of progress. Supt. Collis agreed to follow-up with his Police teams.

AP9 – follow-up actions and advice for Tesco BBH car park noise issues.

6. Date of Next HDNHW Committee Meeting

- a. Confirmed → Monday 14 May, 2018; Southwater Leisure Centre at 7.15pm

7. Approval of Minutes of 4Q17 Committee Meeting

- a. Apart from a spelling correction to one attendees name, o other comments.
- b. Minutes agreed – Proposer: Martin Bruton – Seconded – Barrie Lane.

8. Reports to the Committee

- a. Various reports were issued with this meeting’s Agenda when it was formally issued by Secretary Arthur Carden on or about 05 February. All Committee members are invited to read the detailed Reports for themselves and send comments, questions to the Report author.
- b. For this meeting, the following items were stated to those present:
 - i. **Secretary’s Report (AC)**
 - 1. Marc Bryant is willing to help with ALERT training
 - 2. AC will provide more information about the RAPPORT feature within ALERT, which can be used to find various contact and other details.
 - ii. **Junior NHW (TG)**
 - 1. Interest in, and numbers attending, Junior NHW events appears to be dropping , for various reasons e.g. less hands-on support from Sussex Police due to conflicts in priorities. Many schools also cite clashes with other school events.
 - 2. TG stated that Crawley Borough NHW has a very active Junior NHW program and good engagement from local schools; TG also stated that HDNHW Committee Member Mrs. Shirley Mitchell wishes to become more involved.
 - 3. Horsham Junior Citizen week will be running next month, on Friday 23rd and Monday 26th to Thursday 29th of March inclusive (5 days), at the Drill Hall in Denne Road, Horsham.
 - 4. TG to formally communicate these dates to Sgt. Burgess, and continue seeking ideas from Crawley and other areas to at maintain, if not rejuvenate, interest in the Junior NHW Program.
 - AP10** – communicate Junior Citizen dates to Sussex Police.
 - iii. **Street Signs (KB)**
 - 1. An update on completed installations of new signs (10) and overlay covers (5) for existing signs.
 - 2. Applications in progress for another 7 signs are in progress, although frustratingly slow.

3. There has been a change of contact at Sussex County level for new street signs and covers, Brian Aldred from Crawley replaces Robin Hargraves.

iv. **Joint Action Group (JAG) Meeting (KB)**

1. The previous meeting on 09 November 2017 was the last in its current format; the JAG Meeting Chair, Insp. Sarah Leadbeater, and Horsham DC Community Safety Partnership contact Greg Charman both have ideas on “refreshing” the meeting format and membership; further details will be provided in due course.

9. Events and Media Sub-Committee

- a. No update received from Marc Bryant who was unable to attend this meeting. One item stated at this meeting was the suggestion for any NHW Member attending one of the Summer Events to take a Smartphone and/or Tablet (with Internet connectivity) so as to be able to check ALERT for NHW Schemes, Memberships etc. should any question be asked.
- b. Arthur confirmed that he will act as NHW Coordinator contact with respect to this year’s Horsham Hospital Fete; the expected date of 19th May could be changed as this is the date of Prince Harry’s wedding. Further details to be circulated in due course.
- c. All other 2018 event dates and attendance to be discussed at the next Committee Meeting on Monday 14 May.

10. HDNHW website

- a. Marc Bryant was not present at the meeting, however he did confirm to Secretary AC that he will continue to update and maintain the current site; it is then planned for Diane Morrison to assume the role of site webmaster.

11. Tabled Items

- a. NHW Recruiting Card – a template was circulated prior to the meeting; this received a very favourable response.
- b. A question was asked about checking the actions of the local Police helicopter; Supt. Collis confirmed that the local National Police Air Service (NPAS) base is at Redhill Aerodrome in Surrey – the following website provides further information about NPAS and its activities → <http://www.npas.police.uk/>

Sgt. Craig Burgess left the meeting at 21:00.

- c. Michael Neale (MN confirmed Southwater Parish Council’s recent agreement to implement two Community Wardens in late 2018; this will require start-up funding of £70,000 plus a top-up grant from Horsham District Council, ~£30,000 for two years split between Southwater and Billingshurst.
- d. Ken Broomfield (KB) has modified Steve Guzy’s NHW advertising text so as to be inserted in various district publications – in order to help promote awareness and membership of NHW across the district. Ken will further tweak the current text and seek input from Sussex Police (Supt. Collis agreed to help with this).

AP12 – Modify NHW advertising text and circulate for comment.

12. Other Business, closing remarks

- a. Alan Strong is the Deputy Street Coordinator for St. Mary’s Gardens in Horsham which has 18 household members, a third of whom do not have email.
- b. Roger Noel is taking steps to rejuvenate interest and participation from Woodmancote village.

- c. Martin Bruton informed those present of Horsham District Old Peoples' Forum organisation and their next event, 'MP Question Time' with local MP Jeremy Quin at Horsham District Council Parkside Offices on Friday 02 March, between 10.30am and 1pm. The following website contain more information about the event and the Organisation in general → <http://horshamdistrictolderpeoplesforum.btek.co.uk/>
- d. Vice-Chairman Michael Neale will be unable to attend any of the Sussex NHW Federation meetings in 2018 due to other commitments; since this meeting, the dates of the Sussex NHW meetings have been sent to other contacts to ensure Horsham District NHW is fully represented
- e. **The meeting closed at 9:36pm**

Summary of Action Points

Ref	Description	Contact
AP1	Follow-up with Sussex NHW Federation (John Wright) on news and developments re NHW volunteers supporting Sussex Police follow-ups with victims of scams & frauds	AM
AP2	Discuss NHW's concerns about the level and quality of communications received by NHW from Sussex Police	JW -- w/ AM
AP3	Investigate options for telephone call barring/blocking devices and the like	MI
AP4	Confirm how NHW stock values should be reported in the NHW Accounts	SG -- w/ KB
AP5	Continue improving the types and level of communications between Sussex Police and NHW Committee, Coordinators etc.	JC, CB -- w/ all NHW
AP6	Provide overview of how and when NHW members can help Sussex Police with follow-up support of victims of scams and frauds	Sgt. CB
AP7	Discuss engagement opportunities and specifics with Mark Eyre.	Supt. JC
AP8	Confirm date and venue(s) for 2018 Operation Tulip.	Sgt. CB
AP9	Follow-up actions and guidance from Sussex Police for the night-time noise issues at Tesco, Broadbridge Heath.	Supt. JC
AP10	Confirm dates of Junior Citizen Week to Sussex Police (Sgt. Craig Burgess)	TG
AP11	Continue seeking ideas for rejuvenating, updating the Junior NHW Program as devised by Sussex Federation NHW (John Wright, Derek Pratt)	TG
AP12	Prepare final draft of NHW advertising text for inclusion in various town, district, village publications and periodicals.	KB