



Horsham District Neighbourhood Watch association

Committee Meeting

Monday 26<sup>th</sup> November

7.15pm

Southwater Leisure Centre,

Pevensey Road, Southwater, RH13 9XL

Web- [horshamnhw.btck.co.uk](http://horshamnhw.btck.co.uk)

Email- [horshamnhw@gmail.com](mailto:horshamnhw@gmail.com)

**Attendees:** \* Denotes Committee

\*Andrew Moffat (AM) – Chairman

\*Tony George (TG) – Junior NHW

\*Arthur Carden (AC) – Liaison officer

\*Martin Bruton (MB) – Street Coordinator

\*Jackie Reader (JR) - Street Coordinator

Tony Eakins (TE) – Street Coordinator

\*Marc Bryant- (MBry) Vice Chair and Coordinator Horsham Trafalgar and Warnham

\*Ken Broomfield (KB) – Secretary and Street Coordinator

Steve Guzy (SG) – Treasurer and Area Coordinator Billingshurst

Sarah Watson (SW) – Street Coordinator

Grace Whellams (GW) – Street Coordinator

Michael Neale (MN) – Area Coordinator

\*Nicky Fuller (NF) – Minutes Secretary

Peter Allan (PA) – Sussex Police

Val Pugh (VP) - Area Coordinator

**Apologies** Inspector Sarah Leadbeatter- Sussex Police (Prevention Team), Shirley Mitchell, \*Barrie Lane- Area Coordinator/JNHW, \*Trisha Lane – Area Coordinator/JNHW, Mary Irons, Chris Murray, Roger Noel, Pauline Kentell

### 1. Welcome, apologies, Chairman's remarks

- Thanks to the volunteers at the Southwater Christmas Fayre- big success. Ken Broomfield (KB) said that he thought it was one of the best ever in terms of people engagement and in addition we took nearly £100 on the lucky dip.
- Welcome to Sergeant Peter Allan (PA) from Andrew Moffat (AM)

### 2. Action from previous Meetings (Ongoing)

- See details at the end of these minutes.

### 3. Sussex Police Update

A. Introduction from PA

- i. PA said that there are now three big teams in our local Police- Response, Investigation and Prevention.

- ii. His role is to embed the 5 tenants of neighbourhood policing and to educate and support everyone with communication. The public don't always see the results so one of PA's roles is to also include the many successes using all communication methods. KB asked PA to consider ways in which NHW and the Police can collaborate further.
- iii. 'In The Know', also known as Alert, is the Police's messaging service; Rapport is embedded within Alert and can be used to get info re NHW CCTV users.
- iv. There is also a database of CCTV systems. If a member of the public has CCTV, it can be listed on Rapport which helps the Police keep an extra eye on the district. PA is encouraging his teams to get people with CCTV to register it with them.
- v. Val Pugh (VP) suggested that we send details out to Area and Street Coordinators to ask members in their streets to register. The Alert administrators can then log it on Alert.
- vi. KB said that those registered in Alert already can update their own details.
- vii. AM asked PA to get the details on where to update and then we can send a message out. He also suggested that we put an article out about registering their CCTV details.
- viii. PA sees NHW as a valuable part of community safety and going forward he wants to cement good links between NHW and the Police.
- ix. KB asked PA about scams in relationship with older, more vulnerable people.
- x. The final thing is that PA is working on is the naming and shaming aspect where people are hunted down for various actions. PA said any information NHW have with regard this will be helpful so that the Police can deal with issues before members of the public take things into their own hands.
- xi. A discussion was had re managing the public's expectations re the feedback from the Police. The public will not send information in if their expectations are not met. The Police need to manage expectations to keep the public on board
- xii. AM said that if there is anything we can do to support the Police then please let us know.

AP 1 – PA to get the details on updating Alert so that KB can then send a message out to the coordinators.

AP 2 – KB to get then send the message out.

AP 3 – PA will get data about scams in relationship with older, more vulnerable people. to send to KB in as much detail as possible.

#### B. Highlights from meeting on 15/11 between Sussex Police and HDNHW

- i. AM is keen that we should leaflet in North Horsham as there have been a number of burglaries. We are waiting for Sarah Leadbeatter (SL) to confirm roads etc. Tony Eakins (TE) said that there have been problems in Earles Meadow.
- ii. PA has said that he will check with SL to see if the leaflets and roads to target will be available for distribution and targeting on Saturday. AM asked for volunteers- KB (day depending) Marc Bryant (MBry), Martin Bruton (MB), Val Pugh (VP), Arthur Carden (AC), Mary Irons (MI) and Jackie Reader (JR) if it is in an area that she is delivering to already.
- iii. JR explained that she is a distributor for a magazine in Horsham. There is new management and it may be an opportunity to approach them and ask if our leaflets can be delivered in the future through the magazine. Everyone who has a leaflet in the magazine pays but JR suggested as we are NHW we might be free. It comes out once a month. It is worth considering.
- iv. PA suggested we had a stock under NHW rather than the Police. Also, having a picture of the actual street with the problem contextualises it.

### C. Highlights from meeting on 15/11 with Janice Brown

- i. Janice is a Prevention Support and Engagement Officer (PSEO) and the meeting was to talk about: Janice's role, the format of Alert and the link between NHW and the Police.
- ii. When looking at Alert, Janice and NHW agreed on most things with only a few tweaks.
- iii. TE said he has noticed that the Alert messages don't always appear in a suitable format for reading on tablets or phones. MBry said that it is the technology side of things and KB said it is something on his radar.

## 4. Date of 1<sup>st</sup> 2019 Committee Meeting

- Monday 25 February- 7.15pm Southwater Leisure Centre

## 5. Approval of the minutes of the meeting held on 6<sup>th</sup> August 2018

Minutes proposed - MBry

Seconded – MB

AP 4 – Nicky Fuller (NF) to bring Q3 and Q4 minutes for physical signature signing-  
February meeting.

## 6. Committee Reports- Highlights

- **Chairman:** See website for full report
- **Secretary:** See website for full report
- **Treasurer:**
  - i. We have still not received payments for the 2017 and 2018 AGMs. Steve Guzy (SG) is chasing.
  - ii. Tony George (TG) said that there is a cheque to come from Lower Beeding Parish Council. At the moment we have enough money for running JNHW courses the number of children on the courses has dropped off but going forward we will be okay.
  - iii. SG is going to contact Sussex Federation to submit money for Horsham Junior NHW. AC suggested SG contacts the Treasurer.
  - iv. SG said that we need to understand how Sussex Federation works.
  - v. Thanks to all for the extra funds from Southwater Christmas Fayre. The lucky dip was a big success and it encouraged people to talk to us. It was agreed that it is a good event to attend. AC sent out 10 mails as a result of Saturday. TE and Sarah Watson (SW) suggested that we could do this at the community events in Earles Meadow and Kilnwood Vale. SW is the administrator of Kilnwood Vale Facebook so a good platform for messages.
  - vi. Accounts for last year have been audited and signed off.
  - vii. In the bank NHW balance reads £1031.75 with a further £19 to go in on Wed.

AP 5 – SG to chase AGM money and to sort funding application for JNHW.

AP6- TE and SW to get dates for their summer events with a view to having a stand and a lucky dip.

- **Junior NHW:** See website for full report
- **Liaison:** See website for full report

## **7. Feedback to the committee**

### **A. West Sussex Resilience Forum**

- i. Very well organised and well represented.
- ii. AM has concerns as to whether things will be followed up. We will keep an eye on this.
- iii. MBry went to the Worthing NHW AGM. They are going to try and use the information from the meeting but they operate differently to us.
- iv. TG said that JNHW are in contact with this as part of a junior initiative focussing on resilience.

### **B. Office of the Police and Crime Commissioner (OPCC) Focus Group Meeting**

- i. Headed by Katy Bourne (KBou)
- ii. It was a short notice event. Two members of the OPCC group facilitated a question and answer session on various aspects of Policing e.g. the role of the OPCC etc.
- iii. The responses were as expected- 101 was mentioned as a frustration but the other areas were not unexpected.
- iv. KB is hoping that there will be second feedback session to underpin the original
- v. Bobbies on the beat- Was given as an issue in terms of numbers.

## **8. Horsham NHW Website update**

- i. AM thinks it is first class.
- ii. There is a problem with the website but MB thinks it is a blip. MB will check all the links but it may be an issue with the server.
- iii. Do we have Twitter?
- iv. AM confirmed that if anyone wants something on the site then it needs to go to MB for publication.
- v. KB said that if any document needs to be viewed and/or “endorsed” before publication, the author should ask the Exec Members first before sending to MB.

**AP7- MBry will set up a Twitter Account.**

## **9. Events and Media Sub-Committee 2019 dates**

- o Events for next year- KB suggested next meeting to confirm dates and which events.

## **10. Committee Members discussion**

- i. Grace Whellams (GW) has had a problem with the Alert system. A resident tried to join the street scheme but it caused a problem. This is not the first time there has been a problem with Alert. GW now has to separately email people.
- ii. There is a public meeting a week Tuesday with the Older People’s Forum. MB was hoping that the Post Office would come and talk re banking services but, unfortunately they have had to cancel.
- iii. SW and VP are going to get together to discuss the area they are connected with re going forward.
- iv. TE knows 75/80% of the people in Earles Meadow. There is a Facebook page and Earles Meadow residents talk to each other so he is happy to communicate any NHW news.
- v. TE will support MB with ideas for the website. MBry and AM are interested and would like to be copied in as well.

- vi. AC told the committee about a new initiative for online reporting to the Police. It does not connect to 101 but is an on line reporting site which has a very customer friendly list of questions and answers. This information can then be assessed using a computer algorithm and then they get back to the person who has sent the question with detailed questions. AC is very impressed; he thinks that we ought to think seriously about using this user friendly way. He thinks the coordinators ought to offer a service to their members so that it is reported because of the support. This will vastly improve the Police information.

**AP8- AC to filter this information down to the AC's when he has received some information**

**From Chief Inspector Roy Hodder.**

## 11. Meetings coming Up

- Operation Tinsel on Saturday 15<sup>th</sup> December 10am -1pm.
  - Volunteers- JR, MB, KB, VP, SG, NF, MBry +1, MI, GW and TG if he can.

**AP9- KB to sort tabards and check that the Police have enough bells.**

- Sussex NHW Federation Meeting Wednesday 9<sup>th</sup> January 7pm at Sussex Police in Lewes. This will include a short visit to the emergency contact centre (999 and 101 etc.).
- 2019 HDNHW Committee meeting Monday 25 February- 7.15pm Southwater Leisure Centre
  - Meetings for Feb, May, August and Nov to be arranged at the next meeting.
- 2019 HDNHW AGM set for Monday 16<sup>th</sup> September at 7pm.

**AP10- KB to investigate locations**

**AP11- AM to invite a speaker**

**Meeting Closed- 9.35pm**

## ACTION POINTS

<b>Ref 4Q18</b>	<b>Description</b>	<b>Contact</b>
<b>Q4AP1</b>	Details on updating sent to KB so that he can then send a message out to the coordinators.	<b>PA</b>
<b>Q4AP2</b>	KB to get then send the message out.	<b>KB</b>
<b>Q4AP3</b>	PA will get data about scams in relationship with older, more vulnerable people. to send to KB in as much detail as possible.	<b>PA</b>
<b>Q4AP4</b>	Q3 and Q4 minutes need signing- February meeting.	<b>NF</b>
<b>Q4AP5</b>	SG to chase AGM money and to sort funding application for JNHW.	<b>SG</b>
<b>Q4AP6</b>	TE and SW to get dates for their summer events with a view to having a stand and a lucky dip	<b>TE/SW</b>
<b>Q4AP7</b>	Set up a Twitter Account.	<b>MBry</b>
<b>Q4AP8</b>	AC to filter this information re new online reposting initiative to the AC's when he has received some information from Chief Inspector Roy Hodder.	<b>AC</b>
<b>Q4AP9</b>	Operation Tinsel- we need tabards and check that the Police have enough bells.	<b>KB</b>
<b>Q4AP10</b>	Investigate locations for AGM	<b>KB</b>
<b>Q4AP11</b>	Invite a speaker for AGM	<b>AM</b>

<b>Ref Q3</b>	<b>Description</b>	<b>Contact</b>	<b>Update</b>
Q3AP10	All to let SG know the name and contact with address for developers in the area. He will then write to them and promote TL and BL and what they have done.	<b>All to SG</b>	Ongoing
Q3AP 11	TL will give SG a copy of what they have done before. We are looking at new developments rather than ones with existing schemes. SG will also use this opportunity to try and tie this in with getting new co-ordinators on board.	<b>TL/SG</b>	Ongoing
<b>Ref Q2</b>	<b>Description</b>	<b>Contact</b>	<b>Update</b>
Q2AP4	The correct reporting of NHW stock items in the Association's accounts yet to be clarified and confirmed. <b>KB and SG to follow-up.</b>	<b>KB and SG</b>	Ongoing
Q2AP8	AM to contact SG re recent funding and budget requests to understand what's what (Sussex Federation recently turned down a budget request from Horsham District – no other details available).	<b>AM</b>	Spoken to DP. AGM and JNHW meetings can be covered. Feather flags can also be ordered for free
Q2AP9	AM to contact Derek Pratt to obtain information about what other Parish Councils in Horsham District do with respect to budget requests	<b>AM</b>	
Q2AP11	<b>Junior NHW contact TG</b> continues with initiatives to refresh and update the Junior NHW Schools' Programme in collaboration with Sussex Federation. <b>ONGOING –TG to contact Derek Pratt</b>	<b>TG</b>	Speak to Federation
Q2AP12	KB has received input related to preparing a standard memo regarding 'NHW awareness' that can be advertised in local publications such as All About Horsham and other village magazines. <b>ONGOING</b>	<b>KB</b>	Ongoing