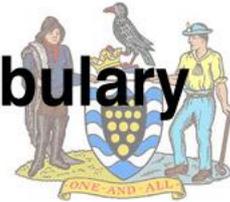




Friends of

Devon & Cornwall Constabulary

Heritage & Learning Resource



FRIENDS OF SOUTH WEST POLICE HERITAGE TRUST COMMITTEE MEETING

1100 MONDAY 24 JULY 2017

Present:	Andy Bickley	Chairman
	Pam Giles	Vice Chairman
	Sue Crowley	Treasurer
	Brian Edmunds	Transport Manager
	Andy Francis	Web Master
	Janette Greenslade	Communications Officer
	Jane Wilkinson	Secretary

1. The Chairman opened the meeting at 11.10.
2. Minutes of the previous Committee Meeting held on 24 April 2017 were approved and accepted as a true and accurate record.
3. Matters arising
 - 3ii. Friends bank account. Complete
 - 4i. Van Livery. Transport Manager informed the meeting that he had obtained a quote for replacing the van livery of around £600. However, it was clear that until our precise requirements were clarified a more exact amount would be impossible to determine. Ongoing.
 9. Communication for web site, clarification of name change. Web Master reported that this action was now complete.

OFFICERS REPORTS

4. CHAIRMAN.

- i. The Chairman apologised to the meeting and said that due to work commitments he had been unable to attend the last two trustee meetings. The Vice chair said that she had been asked by the curator that if the Chairman was unable to attend another member of the Friends could stand in for him. This was agreed.

5. TREASURER.

- i. The Treasurer reported that cash in hand to date was £988. There were no further outgoings expected following annual expenditure on the van. The treasurer discovered that a fraudulent direct debit had been set up and, following contact with the fraud office, the result was a full reimbursement. There were still some small amounts of money to come in from the blue light days and Paignton festival week attendance. A discussion then followed regarding funding and it was agreed that:

- 1) Donation box to be placed at the collection in Middlemoor.
Action:Communications Officer
- 2) Enquiries to be made regardingThe Chiefs Charity.
Action:Communications Officer
- 3) Chairman asked the Treasurer to give him a breakdown of expected and received incomings within the next two weeks. **Action:Treasurer**
- 4) Contact Tanya regarding the £200 donation for use of the Tardis.**Action: Transport Manager**
- 5) Funding to be placed as individual item for the next committee meeting.**Action:Secretary**

6. SECRETARY

- i. The Secretary reported that since the last meeting a letter of thanks had been sent to Carmen, the outgoing Communications Officer.
- ii. With four new members, the total membership now stood at 59. The automatic renewal of membership via Membership Mojo was proving very successful and was encouraging members to rapidly renew their membership.

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7. TRANSPORT MANAGER

Brian reported that the van had, had a problem resulting in a major electrical problem which cost £296 to repair. This had now been completed and the van was ready for its next outing at the Paignton show the following day.

8. WEB MASTER

Andy reported that everything was prepared for the pending changes, ie the new email etc, once the decision was made regarding the change of name. He had already completed the change on Facebook. The Chairman thanked Andy as he had funded the cost of these actions himself.

9. COMMUNICATIONS OFFICER

The Chairman welcomed Janette onto the committee and thanked her for volunteering. He asked that she be co-opted onto the committee until this could be formalised at the next AGM. This was proposed by the Treasurer, seconded by the Vice Chairman and unanimously agreed by the remaining committee members.

10. Pam Giles distributed to the committee the current constitution and a proposed amended version for the change of name. Once agreed, this had to be sent to HMRC and the changes could only be made on line. The Curator had previously provided the committee with a discussion paper and the items, which had been discussed and agreed at a previous meeting, had been included. The Chairman stated that once agreed the new constitution must be put to the members and this could be done virtually, through the membership mojo system. However, prior to this happening he urged that the following actions be complete:

- i. Pam to email the proposal to Chairman for discussion with Tanya.
- ii. Force Legal Adviser to advise on any potential legal issues
- iii. Chairman to get feedback from Hilary on the draft constitution (Version 3). Version 2 being the current constitution.

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11. THE FRIENDS LOGO

A discussion was held regarding the logo, several options of which were displayed, and which would be the most preferred. Following this, the Web Master would re-jig two of the contenders to form an amalgamation. The Chairman also felt that a "strapline" was needed, possibly a three word explainer. Members were asked to email the web Master with some ideas. Additionally it was agreed that, along with the constitution, the completed logo should also be shown to the Trustees for their thoughts and any comment.**Action:All members**

12. RENAMING OF FRIENDS GROUP.

It was agreed that this was linked in with the constitution.

13. CURATORS UPDATE

Due to visitors to the collection the Curator was able to attend and give the committee an update on current issues and progress. She had informed the Vice Chair that she would provide a written update for inclusion in the next newsletter.

14. DATE OF NEXT MEETING

The Secretary to supply dates to the Chairman for October.**Action:Secretary**

15. There being no further business the meeting was closed at 1224.