



FRIENDS OF DEVON AND CORNWALL CONSTABULARY HERITAGE AND LEARNING
RESOURCE COMMITTEE MEETING
1100 MONDAY 5 SEPTEMBER 2016

<u>Present:</u>	Andy Bickley	Chairman
	Pam Giles	Vice Chairman
	Sue Crowley	Treasurer
	Brian Edmunds	Transport Manager
	Andy Francis	Web Master
	Jane Wilkinson	Secretary

Apologies for absence: Carmen Talbot – Communications Officer.

1. The Chairman opened the meeting and welcomed those present.
2. The minutes of the Committee Meeting held on Monday 25 April 2016 were approved.
3. Matters arising:
 - I. Item 4b(ii) Gift for Accountant - Carried over
 - II. Item 4e(vi) Friends bank account inability to “read only”- Ongoing.
 - III. Item 4e(I) Investigate purchase of new laptop - This was held in abeyance until investigations had been complete into the selection of an appropriate new members database, and at which time the current laptop held would be returned to D&C force.
 - IV. Item 5 Purchase of shelving from other sources. This had now been complete and the shelving was in situ. The Chairman thanked Carmen for her hard work and also thanked the people that assisted in the reorganising of the store room.
4. Officers reports:
 - a) **Chairman:**
 - i. The Chairman informed the meeting that a lot had happened since the previous meeting in April including the establishment of the South West Police and Heritage Trust. This would have a huge impact on the Friends requiring our existence to be re-defined and raising fundamental questions of who defines us, **ourselves** or others. There will be a need to consult with our members, the trustees and other key stakeholders to ensure that a clear and well formulated plan is in place going forward. As this was a new situation and hoping to draw on experience from all appropriate areas the Chairman suggested we contact the British Association of Friends of Museums to see if any other groups had experienced this situation. **Action Pam Giles.**
 - ii. The Chairman had received a letter from Judith Rowbotham the acting secretary on behalf of the Trustees offering a seat on the Board of Trustees in an ex-officio capacity to a member of the Friends. Following discussion, it was decided that this should be accepted and the Chairman would, initially, take on that role. In summing up he and Pam would consult with the new curator Hilary Bracegirdle when she came in post on 19th September, engage with the Trustees to ascertain their views and survey members with the possibility of having to hold an Extraordinary General Meeting.
 - iii. Tim Burge the Policing Past Community Present Project Manager leaves his post on

Friday 9th September and the Chairman wished to acknowledge his contribution for all the work he has undertaken. Draft letter - **Action Secretary**.

b) **Treasurer** : see attached report.

c) **Secretary**: There had been no incoming or outgoing correspondence since the last meeting. It is the AGM of The British Association of Friends of Museums on 1st October in Coalbrookdale, if no one wished to attend then apologies would be sent. **Action Secretary**. Membership was currently standing at 57.

d) **Transport Manager**:

i. Brian reported that we had enjoyed a good season with the van attending several blue light days. They also visited a school in Newton Abbot speaking to about 90 children which had proved to be very successful and had resulted in a request for a visit from another local school.

ii. All maintenance had been complete on the van and there were no further outgoing expenses expected for some time. Following on from discussions within the Chairmanship report he confirmed that the van belonged to the Friends.

e) **Web Master**: Andy reported that access and activity on the web site was increasing and he felt very positive with the progress. Facebook pages are creating more interest and that has been linked into National groups who are very impressed.

f) **Communications Officer**: In her absence the Secretary read out her report.

i. Summer e-news published and sent out to members on 1st June. Next issue of e-news due for publishing on 1st October, all news to me please by the end of September.

ii. A great season of events have been promoted on Facebook with currently 174 likes so more posts are needed about the Friends to motivate those people to join.

iii. Chief's Charities week 3-9 October, could the Friends get involved somehow? It was felt by the Committee that, in light of recent discussions, this may not be appropriate for our involvement.

iv. Awaiting the official launch of the new charity to start promoting it

5. **Members Databases**: Pam Giles provided the committee with copies of a programme which appeared as if it might suit the needs of the Friends membership in the future. Membershipmojo was a good general database providing the ability to generate mass emails, send out reminders, allow on line payments and had a £30 annual subscription for groups with under 100 members. It was decided that the Web Master would conduct some enquires to establish some security questions that he had but if it suited us then we would enrol on the free 60 day trial. **Action Andy Francis**.

6. **A.O.B**: Sue Crowley said she wished to place on record how helpful and enthusiastic Janette Greenside had been recently and hoped very much that she would become a member and get involved in the Friends.

7. **Date of Next Meeting**: 1100 Monday 12 December 2016.

8. There being no further business the meeting closed at 1232.

