



Friends of
**SOUTH WEST POLICE
HERITAGE TRUST**

Supporting Devon & Cornwall Police Heritage

FRIENDS OF SOUTH WEST POLICE HERITAGE TRUST
COMMITTEE MEETING
MONDAY 29 OCTOBER 2018.

Present:	Andy Bickley	Chairman
	Pam Giles	Vice Chairman
	Sue Crowley	Treasurer
	Del Crowley (for)	Transport Manager
	Andy Francis	Web Master
	Jane Wilkinson	Secretary

1. The Chairman opened the meeting at 1100 and received apologies for absence for Janette Greenslade, Brian Edmunds and Mark Rothwell.
2. Minutes of the previous Committee Meeting held on 30 April 2018 were approved and accepted as a true and accurate record.
3. **Matters arising:**
 - 3i. Change of Van Livery-cost. It was confirmed by the Curator that an invoice had been despatched for payment. **Action complete.**
 - 3ii. Outstanding payment of £200 for use of the "Tardis". The Treasurer confirmed that payment had been received.
Action complete
 - 4a.i HMRC update. **Action complete**
 - 4b. Gift for Mrs Johnson re accounts. **Ongoing**
 - 7a. Personalised stationery for the Friends. Leaflets given to the Committee by the Webmaster. **Action complete**
 - 7b. Amendment to Constitution. **Action Complete.**
 - 7c. Van banner. **Action Complete.**

4. Officers Reports

- a. **Chairman.** The Chairman briefed the committee that Mr John Casson had played a central role in suggesting and identifying two professional fundraisers who, individually, met with a group comprising members of the Trustees and Friends. Mr Paul Courtney was chosen to work with the Curator for two days to assist and identify possible funding streams. The cost of a £1000 was part funded by John Casson, £500, and match funded by the Friends, £500. This outlay was voted on and unanimously agreed upon by the committee. A presentation will be given shortly to outline the work Paul and Hillary have completed.

Following an invitation by John Casson, several Trustees attended a training Day at the China Fleet Club. Feedback received was very positive and the Chairman stated he was expecting to receive a paper from the Trustees identifying the gaps or shortfalls that the training day highlighted.

Chairman informed the committee he had attended the Trustees meeting in September and the minutes were now being taken by Monica. Following a question he agreed to clarify if they were available to read, for instance on the Trustees website.

Regarding future location for the collection, it seemed important that all lines of communication remain open whether that was with Bodmin, who remained keen to help but expressed caution as to the timetable, or other potential options. The Chairman is going to present Paul Netherton with our current situation and establish if the force were able to offer a short term solution.**Action Chairman**

- b. **Treasurer.** Financial situation £1,506.25 in hand. Bills outstanding:
£129 Overlocker sewing machine. This purchase was voted for and unanimously agreed upon by the committee.
£40 to Webmaster for leaflets.
- c. **Secretary.** No outgoing or incoming written correspondence since the last meeting. Our membership mojo has been renewed but currently, as our membership numbers are below 50, we have incurred nil costs. That may be amended once membership exceeds 50.

Janette Greenslade, the Communications Officer, informed the Committee that due to pressure of work she would be unable to

continue in her present role.

- d. **Transport Manager.** In the absence of Brian, Del Crowley reported that the van was now in its new Livery. Six visits had been made in Devon and Cornwall, Plympton Open Day being one of the most successful. Income from the van use was £300. Following a previous question regarding the feasibility of hiring a vehicle, Brian established that a 2 day hire would cost £180 and a three day hire would be £270. Based on those, annual costs would be approximately £1080. This against £1000 to continue our current use of the van. Following discussion it was decided that as costings were marginal we would continue to use our vehicle until this became unviable. Del asked if the Trustees would be in a position to pay or contribute towards the diesel. The Chairman stayed that he would speak to the Trustees Treasurer. **Action Chairman**

5. **Web Master.** Andy reported that there had been a revamp of the website and he was happy to continue covering the cost of its hosting, domain and upkeep. The Chairman extended his thanks to Andy for all his continued work in connection with the Friends website.
6. **Curator Update:**
The Curator briefed the committee on:
The Trustees Training Day
Future collection location
Fundraising with Paul Courtney
7. **AOB.** Pam briefed the committee on a recent training day at the Devon Records Office, Exeter and the ongoing move of Records to this location.
8. **Date of next meeting.** TBC.