



Friends of
**SOUTH WEST POLICE
HERITAGE TRUST**

Supporting Devon & Cornwall Police Heritage

FRIENDS OF SOUTH WEST POLICE HERITAGE TRUST
COMMITTEE MEETING
MONDAY 25 FEBRUARY 2019

1. The Chairman opened the meeting at 1200 and received apologies for absence for Mark Rothwell and Hilary Bracegirdle.
2. Minutes of the previous Committee Meeting held on 29 October 2018 were approved and accepted as a true and accurate record.

3. Matters arising:

4b. Gift for Mrs Johnson re accounts.

Action complete

4d. Payment for diesel by Trustees. An invoice had been sent to the Trustees for their consideration requesting payment of £367.20 to cover the cost of diesel during the movement of boxes from Okehampton to Exeter

Ongoing

4. Officers' Reports

A. Chairman:

i. The Chairman briefed the committee on the progress of the newly formed advisory strategy funding group formed by the Friends. This group identified that the services of a Bid Writer maybe required in order to harness their expertise in applying for large amounts of money. This work continues.

ii. The Chairman stated that a lot of excellent work had been completed and he now felt that a more positive momentum had been established.

iii. A discussion then took place about the launch of the Trust and the requirement to communication at public events who they are and what they are about. The Webmaster suggested a short press release every quarter would help to keep people engaged and keep social media updated. Pam agreed to put something together which, when complete and approved, would be passed to the Webmaster.

Action. Pam Giles

B. Treasurer:

i. The Treasurer informed the meeting that with almost £800 in hand the annual bills for the upkeep of the van would soon be coming in.

ii. £500 had been paid for Mr Paul Courtney which match funded the amount donated by John Casson.

iii. £129 for the sewing machine.

iv. £387 to the BAFM for our annual insurance and membership renewal. It was agreed to send a copy of our renewal along with a covering letter to the Trustees to establish if they may be able to assist with payment. **Action: Vice Chair and Secretary**

C. Secretary:

i. No incoming or going written correspondence had been received or dispatched since the last meeting.

ii. Membership numbers remained fairly constant and currently stood at 41.

iii. Ahead of the AGM the question of annual membership fees was discussed. It was agreed that an increase was needed and members would be given three options to vote on: £8, £10 or £20.

Action: Secretary

D. Transport Manager:

i. Brian requested that anyone using the van should, on completion, fill it up with diesel.

ii. The new livery had been completed and paid for.

iii. Following a suggestion of identifying the cost of hiring a vehicle versus permanent ownership, it was established that would be no significant savings in hiring a vehicle over keeping the current status quo.

iv. Brian would look at advertising for the use/loan of the van. Contacting Tanya to identify a contact

v. Brian also reported that there had been a missed opportunity for the van to attend at an event in Newquay. This needed to be followed up. **Action. Transport Manager**

E. Webmaster:

i. Andy reported that the previously discussed need for some sort of quarterly newsletter would keep interest and momentum going. The site had a good position on Facebook and was firmly

established on social media. The Chairman undertook to ensure he fed information through to Andy on a more regular basis. The current Curators update would be a good source of information for the first newsletter. Additionally, information regarding the van and the process for hire that force members might not be aware of.

ii. The Chairman took an action to speak to Jim Gale regarding attempting to boost membership within the force.

Action:Chairman

5. Curators Update

In the absence of the Curator, the Chairman read a brief provided by Hilary covering salient points.

- The current box count for the ongoing archive transfer
- Cataloguing
- Pop up displays - WW1 display moved to Bodmin hub, replaced by "Policing in Cornwall" in time for designation of hub as the Centre of Policing in Cornwall.
- Mark Rothwell and the volunteers had provided considerable help in putting the displays together.
- Devon Family History Scanning
- Wellbeing project
- Partnership visits
- New acquisitions
- Friends' Fundraising Advisory Committee

6. **A.O.B** There was no other business

7. Date of next meeting and AGM

The date of the next Friends Committee Meeting will be Monday 29 April 2019 at 1100.

This will be followed by the AGM 2019 at 1300

Action: Vice Chair- book conference room

Action Secretary

8. There being no further business the meeting closed at 1340.