



*Friends of*  
**SOUTH WEST POLICE  
HERITAGE TRUST**

*Supporting Devon & Cornwall Police Heritage*

**FRIENDS OF SOUTH WEST POLICE HERITAGE TRUST**  
**COMMITTEE MEETING**  
**MONDAY 18 NOVEMBER 2019**

1. The Chairman opened the meeting at 1100 and received apologies for absence from Mark Rothwell, Hilary Bracegirdle, Andy Francis and Brian Edmunds.
2. Minutes of the previous Committee Meeting held on 29 July 2019 were approved and accepted as a true and accurate record.
3. **Matters arising.**
  - 4e.ii From July Meeting. Discuss boosting membership within the force with Jim Gale. The Chairman reported that he would tie his response in with his briefing. **Action complete**
  6. Webmaster to establish status of website run by the late Andy Quick. Richard Hughes has taken over the running of the site which was running well and complied with all regulations. **Action complete**
  5. Family membership set at £12. **Action complete**

**4. Officers' Reports**

**i. Chairman:**

a. July had proved to be a pivotal point and in the last five months much had been set in motion and achieved.

b. Mr John Casson had been unanimously voted in as the Chair of the Trustees. The outgoing chair, Mr David Reece, will remain as a member of the board of Trustees. Since assuming the appointment John has met with a representative from the office of the Police and Crime Commissioner and reaffirmed the Trustees priority to work to connect with the community.

c. The working name has been confirmed as Devon and Cornwall

Police Heritage Collection but for legal and financial reasons the registered name remains South West Police Heritage Trust.

d. A number of sub working groups have been established:

- Strategic Advisory Group (SAG)
- Finance
- Virtual museum
- Collections and Development
- Policy and procedures
- Premises

e. Jim Gale was crafting a report for the Chief Constable detailing progress made and the proposed actions for the way forward.

f. The trust will be funding Wotton George Consulting to undertake five days work for the purpose of developing a fundraising plan.

g. Board meetings are now held bi monthly.

h. Objectives for the Trust in the 2 year plan:

- Encouragement to identify new trustees.
- Induction training for new trustees.
- Financial independence within 2 years
- Identify new location with the closure of Okehampton.
- Ensure professional standards of the collection
- Provide access and benefits to the public
- Provide support to the Police and Crime Commissioner.

Funding for additional staff was being sought for:

- Extension of the curators post from 3 to 5 days a week.
- Establishment of a Community Engagement Officer post for 2 years.
- An archivist post for 6 months.

The combined cost of this was £140,000. The Vice Chair briefed the meeting on the current status of the HLF bid and stated that an uplift could be available amounting to £80,000.

The Chairman stated he was keen to ensure that all the actions in the preceding five months was communicated to the members. Following discussion Pam and Jane to draft a letter for the Chairman for publishing via membership mojo.

**Action Vice Chair and Secretary**

I. The role of the volunteers and the Friends membership was discussed with a view to establishing the way forward.

ii. **Treasurer:** The Treasurer reported that funds currently amounted to

£629.69 and this would reduce to around £600 with a travel claim pending.

**iii. Secretary:** Nothing to report

**iv. Transport Manager:** Del stood in for Brian and stated that there was little to report. All bills had been paid but with the insurance and MOT due towards the middle of next year that may prove difficult to meet. Following a discussion it was agreed that all expected payments could be met for a further twelve months. The situation would continue to be monitored.

**v. Webmaster:** The report provided by Andy stated that there had been good continued growth on social media. However there was slow progress on the Trustees side. He had had contact with Bill Tupman looking into the creation of an interactive version of the museum and this remained work in progress.

4. Open Day 2020. Following discussion it was decided to hold this item in abeyance.
5. Open Day Exeter report. Pam told the meeting that this event at the Devon Records Office had been a great success and potentially there may be an additional two people who would be willing to help.
6. Date of next meeting. TBC.