



Friends of
**SOUTH WEST POLICE
HERITAGE TRUST**

Supporting Devon & Cornwall Police Heritage

FRIENDS OF SOUTH WEST POLICE HERITAGE TRUST
(DEVON AND CORNWALL POLICE HERITAGE COLLECTION)
ZOOM COMMITTEE MEETING
MONDAY 5 OCTOBER 2020

1. The Chairman opened the meeting at 1830 and received apologies for absence from Brian Edmunds. The chair queried the absence of Mark Rothwell with no apologies received.
2. Minutes of the previous Committee Meeting held on 29 June 2020 were approved and accepted as a true and accurate record.
3. **Matters arising.**
 - 4a(vi) Inform membership of AGM decision. Action complete
 - 5 Inform BAFM of non renewal of membership. Action complete
4. **Officers Reports**

i. **Chairman.** The Chairman informed the committee he wished to update them on the terrific amount of work that had been accomplished to date by the Trust which required the Friend's to consider their future role. To assist in the discussions he wished to focus on three specific areas:

Firstly, defining the role of the Friends, bringing our purpose into sharper focus.

Secondly, to address the role of the volunteers within the Trust and clarify the range of volunteering roles that exist outside of the Friend's network.

Finally, understand the ability and capacity of the Friend's to undertake more coordinating work ie Coordinate the volunteers policy, recruitment etc on behalf of the Trust.

The three points were discussed at length and the consensus of opinion was that:

- we should remain as a group to support the Trust.
- volunteers were a central plank for the growth of the Trust but their management and coordination was believed to be beyond the scope of the Friends.

- The possibility of gifting the van to the Trust, reducing the constant requirement to raise funds solely to enable it to be kept on the road (£1,000 annually). This would leave the Friends free to raise funds to provide additional extras for the Trust.
- Better integration with the Force and staff associations to boost membership was needed once the Friend's role was clearer.
- Improved communications were necessary, requiring a six month forward action plan. **Action Chairman to liaise with Comms Officer**
- Providing the Trust with our Mission and Vision Statement was crucial. **Action all committee members to forward to Chairman within 14 days.**

ii. **Treasurer.** Bank account currently stood at £1,052 with no anticipated outgoings. The Secretary started that over the weekend she had transferred £78.72 from membership renewal into the bank.

iii. **Secretary.** Membership remained at 52. Nothing further to report.

iv. **Transport Manager.** Brian had briefed the Chairman on the status of the van. Currently not in use and therefore not insured until able to be used again. Nothing further to report.

v. **Webmaster.** Andy reported that the web site was still getting a few views each month with social media ticking over but there remained a lot more that could be done. A flow of items was now starting to come through from the Trust.

5. Flyers and Business Cards. Pam reported that the business cards and flyers were now badly out of date and both were very useful to have. Andy Francis said that they could be produced fairly simply. Andy and Pam to liaise. Chairman stated he was happy to give the go head as and when they were required.

6. Update on Treasurer post. The Secretary reported she was still awaiting a reply from Oxfam regarding our request for a reference for Mr S Stormont. She further requested two more referees from him in an attempt to move things forward. Unfortunately, both names given replied that they were unable to provide a reference. It was agreed that Mr Stormont would be contacted for a further referee. If this did not prove possible then we may have to consider a DBS check. **Action Secretary**

7. AGM 2021. Following discussion it was decided that the date of next years AGM would be in April 2021, hopefully at Okehampton Police Station but if circumstances dictate other options would be considered.

8. Logo's. Pam and Andy F had been working on a sample Trust Logo as a discussion point for their next meeting. Pam felt there needed to be a link or connection with the Trust. Chairman said he would take the two options to the

next Trust meeting on the 28th of the month.

9. Date of Next Meeting. January 2021.

10. There being no further business the meeting closed at 1950.