

# Horsham District Neighbourhood Watch Association (HDNWA)



## HDNWA AGM minutes from the meeting

Held on 20 October 2023 at Horsham Police Station at 10 - 11.45

**Attendees:** Deborah Allsop (DA) Ken Broomfield (KB) Jonathan Dancer (JD) Inspector Neil Durkan (ND) Viv Gibson (VG) Pete Hansen (PH) Mary Irons (MI) Bettina Long (BL) Andrew Moffat (AM) Roger Noel (RN) Jackie Reader (JR) Graham Sitton (GS) Guy Stanley (GS) Maria Tynan (MT) and Stephen Watts (SW).

**Apologies:** Graham Beesley, Carol Boniface, Martin Bruton, Arthur Carden, Fran Davis, Jeannie Whitman Esdaile, John Evans, Derrick Frost, Gill Muncey, Derek Pratt, Val Reynolds, Pete Wood and John Wright.

### 1. Welcome by Chair

Ken welcomed everyone and introductions were completed. Ken thanked everyone warmly for their time in advance of today's meeting. Ken also thanked those who conveyed their apologies in advance for a range of unavoidable reasons. Their names are noted above.

### 2. Chair's report

Ken provided a comprehensive look back over the past year.

#### **Membership/Street Schemes as of 15/10/2023**

**2148** members registered in the OurWatch / Alert system

1709 are members of registered street schemes

434 'non-affiliated' members, i.e., are not attached to a street scheme

There may be 3 or 4 times as many non-registered members of NW i.e. 6000 – 8000.

**382 street schemes** in Horsham District – 371 "approved", 11 currently awaiting approval.

#### **Information Technology/Social Media**

The Association's website underwent a major update in 2022 and a revamp in 2023. It is the Association's "shop window" for Members and the public in general to access information, advice and guidance. It also offers easy contact with HDNWA via our mailbox.

The ALERT system is a 3<sup>rd</sup> party managed NATIONAL database containing the details of all registered NW members and NW street schemes across the country. It is also the tool of choice for NWN (National, Sussex and Horsham) and the Police to issue crime update messages, crime prevention advice, updates on scams and frauds, and other information.

This year National (NWN) initiated a project to encourage "non-registered" members of NW street schemes to register their details in the system. There are various advantages but the main driver is the longevity of schemes when Coordinators are no longer active. Ken hopes that Horsham District NW will actively engage with all of our members and support them. Our Facebook and Twitter social media channels will continue to be used to deliver key messages and reach out to members and the general public.



## Funding/Future Initiatives and Projects

Sussex NW Federation recently held budget and funding discussions on behalf of all Sussex NW Associations with the Sussex Police and Crime Commissioner's Office: Horsham District's list of budget items submitted in 1Q23 was included in Federation discussions. The funding request was only partially agreed for 6 of the 10 categories proposed. The feedback was that funding needed for projects by Horsham and other Sussex NW Associations must align with OPCC's strategic priorities.

One initiative that HORSHAM NW funded was the purchase of 80 Bicycle security marker stickers. The Police and N/Wardens used these in Southwater and Horsham Town Centre.

**Prompter/reminder Cards** - This initiative commenced in 2022, following a series of car thefts and vehicle interference/break-ins in Horsham. A couple of members of the committee designed a set of "critical reminder messages", or PROMPTS, for car drivers and homeowners. This work led to discussions with the Sussex Police. A further update will be provided at the committee meeting which will follow the AGM.

**Street Signs** – Since the last AGM, 10 new or replacement street signs have been erected across the district. There is one outstanding request due to a change in where the application form is submitted. Ken will explain the new procedure to anyone offering to take this over.

**Partnerships** - HDNWA is fully active within the Sussex NW Federation, alongside several other Associations across Sussex. Andrew Moffat has the honour of being one of two Vice-Chairs for the Federation, and he represents West Sussex. Sussex Police Horsham is a key partner to the Association and from the Chair's involvement over 13 years, we have always enjoyed a fruitful and positive relationship. In the last 12 months, we have seen several contact changes within the Horsham police. We look forward to a more settled footing with Neil Durkan in place as the Horsham Neighbourhood Policing Team (NPT) Inspector.

Maria asked a few questions as a Coordinator about Membership, Mary offered to send Maria a few training notes related to her questions. This has been completed.

At this point, Ken gave his thanks to the team for their support throughout the year. Ken also mentioned Mary had been nominated for 'National Volunteer of the Year' for her contribution on behalf of NW. Although unsuccessful, the team wanted to show their recognition for her dedication. Mary was somewhat overwhelmed and expressed her appreciation for such kindness.

## 3. Presentation of Association Accounts

A Statement of the Accounts was provided before the AGM for all to view. These will not be posted on the website but they will be available on request if anyone should require a copy.

Pete talked through these and explained they had been independently verified.

A question was raised about how the Association is funded. As a Charity, we may occasionally receive charitable donations, some operational funding via the Sussex NW Federation or an occasional Grant for specified projects. The HDNWA committee are all unpaid volunteers.



## 4. Re-election of existing Committee Members/nominees to the committee

### Election from the Committee/nominees to any of the Executive positions.

**Chair** (Currently Ken but stepping down). Ken explained that Pete Wood had put forward a written self-nomination for the position of Chair. This was sent via the acting Secretary.

Proposed by: Pete Hansen and Seconded by Mary Irons.

Pete Wood was unable to attend today and sent his apologies due to unavoidable personal circumstances.

**Vice Chair** Pete Hansen agreed to continue in this position.

Proposed by: Andrew Moffat

Seconded by: Jackie Reader

Mary will act as backup as Pete will be travelling for much of 2024.

**Treasurer** Pete Hansen is happy to continue in this role.

Proposed by: Andrew Moffat

Seconded by: Roger Noel

**Secretary** Mary has been acting Secretary for a year.

This was offered to attendees by Ken but nobody stepped forward.

Proposed: Mary Irons was Proposed by Pete Hansen as she may as well receive the credit for doing the role. Mary said she would continue but was happy to step down if someone is interested in taking this on.

Seconded by: Jonathan Dancer

**Liaison Officer** Mary Irons is currently doing this role and is happy to continue.

Proposed by: Ken Broomfield

Seconded by: Pete Hansen

**Workshop & Projects Leader** Mary is happy to continue in this role.

Proposed by: Andrew Moffat

Seconded by; Jackie Reader

**Committee Members:** Arthur is our President and he will continue in this role.

Other important team members are Andrew Moffat, Roger Noel, Jonathan Dancer and John Evans. All agreed to stay on and continue as committee members and were proposed and voted for in bulk by everyone attending.

Ken thanked attendees for their continued service to HDNWA.

Jonathan mentioned he was concerned that Mary had kindly volunteered for several roles and we must ensure she receives support if possible or others to share the load. Attendees agreed with these sentiments.

(Sadly, both Ken and Jackie Reader are stepping down after the AGM). Ken thanked Jackie for her sterling support over many years. The team gave Jackie a card and plant separately as a small token of their appreciation. Jackie commits herself annually to raising funds for charities. The HDNWA committee thanked Jackie for her friendship, support and

# Horsham District Neighbourhood Watch Association (HDNWA)



commitment. Jackie will continue her role as a Main Coordinator. Ken also thanked Mary for her hard work on the Committee and her project work.

At this juncture, Andrew paid tribute to Ken for his work over thirteen years for HDNWA. Ken has been a tower of strength to the committee, performing many roles for the team. Ken was a great support as Vice Chair to Andrew. Ken's work ethic has enabled HDNWA to be professionally recognised across the District. Ken has delivered excellent support to all those connected with the Association. Ken will be missed by us all. We wholeheartedly agreed with the accolades expressed by Andrew. (Ken will continue as a Main Coordinator). A Christmas get-together to thank Ken & Jackie will be kindly organised by Mary, date to follow.

## Other duties or roles

**Multi-System-Administrator** - Ken will continue in this role until somebody steps forward or sooner if necessary.

**Website** - Pete Wood is the owner. (Mary will be trained in due course).

**Cyber Security** – Pete Wood is our expert

**Facebook & Twitter** - Pete Wood

**GDrive & Documents Custodian** – Mary Irons & Pete Wood

**Vision & Strategy** – Jonathan Dancer & John Evans are our experts

## 5. Police Overview of the Year – Inspector Neil Durkan

A few highlights:

Neil brings some 20 years of experience to the role of Inspector. Neil has written a 5-year plan which illustrates his commitment to remain and develop the foundations in the Horsham District. This will hopefully offer us some assurance of stability for the future.

Neil has restructured the District and prefers his team to be visible on the streets as opposed to writing reports behind desks.

Neil's aims include; excellent policing, he would like his NPT team to be the best at everything. One of Neil's goals is to contribute to his partners and ensure communication is strengthened across the District. This includes HDC, Parish Councils, District Councils, NW and Schools. Nick Jenkins the Community Development Manager at Horsham District Council has been a great support to Neil since becoming Inspector for the Horsham NPT.

A wide range of topics were discussed in more detail but we agreed not to minute these. This includes Q & As. The Chair thanked Inspector Neil Durkan for an informative update and his time.

6. **AOB** – Ken thanked everyone for attending, there were no further topics raised at this point. The Chair (Ken) closed the meeting at 11.45. We agreed to have a break before the Committee Meeting.