

S TOCKTON TOWN PASTORS

*-Care and Compassion in the
Night-Time Environment*
Registered Charity No. 1143017




Annual General Meeting 2016

Summarised Record of Minutes

Meeting Date:	Thursday 30 th June 2016
Meeting Time:	7.30pm – 9.30pm
Location:	The Don Bar, Silver St, Stockton-on-Tees, Cleveland TS18 1SX

Persons Present and mentioned in minutes:	David Humble – DH (Chair) Inspector Anthony Cross – AC (Cleveland Police) Steve Brock – SB (Project Manager) Stuart Levin – SL; Jane Harmer – JH; Andy Fox – AF John Bunce- JB; Sheila Brown – SBr; Ian Bartle –IB; Joanne Rayner - JR; Dot Bell - DB Hazel Brock – HB; Denise Waugh – DW; Adam Newsham - AN Kathryn Lamb - KL
Persons mentioned and not present	Graham Knox- GK; Derek Rosamond - DR; Peter Chapman – PC; Michael Barker –MB; Graham Bond – GB; Steve Johnson - SJ

Para No.		Action
1.	Welcome	
1.1	SB welcomed everyone to the meeting, and opened in prayer.	
1.2	Each of the Board members were introduced to those present.	
2.	Apologies	
2.1	MB GB GK	
3.	Opening Prayer	
3.1	SB conducted the opening prayer	
4,5,6	Music & Buffet	
7.	Minutes of AGM	
7.1	Minutes of STP AGM held on Monday 29 th June 2015 at Destiny centre Church, 395 Norton Road, Stockton-on-Tees were produced.	

7.2	JB proposed acceptance of the minutes and this was seconded by SBr. There were no amendments, and no matters arising.	
<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p>	<p>STP Annual Report</p> <p>DH presented to the previously circulated STP Annual Report 2015-16 to the meeting (embedded below):</p>  <p>STP AGM Report 2016.pdf</p> <p>DH raised the issue of the change in the Night Time Economy and the timing of STP patrols. STP needed to be more aware of partner agencies operating within Stockton and the service they provide. Training is to be given to volunteers to broaden their knowledge of dealing with different types of incidents. DH thanked all volunteers for the time and work given to the project.</p> <p>STP Project Manager SB then presented his report, as published in the above document. STP currently has 56 active volunteers, 61% being female. SB outlined the work undertaken by STP in the last year. SB stated this would be his last year as Project Manager but he will continue to remain on the board and to continue patrols.</p> <p>Due to the absence of GK, SB produced the treasurers report and presented the Annual Accounts. SB asked the meeting if there were any questions. There were none</p>	
9.1	<p>9. Membership Ballot Results</p> <p>There are currently 2 volunteer members who sit on the STP Board. SJ and IB are standing down and JR was nominated, seconded and voted in as the only Volunteer Representative onto the STP Board.</p>	
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p>	<p>Executive Committee Electoral Process</p> <p>SB conducted this process, the results of which are as below:</p> <p>Chair – DH (current Chair). There were no other nominations. DB proposed that DH be elected, seconded by HB. No objections, with all in favour. DH duly elected as STP Chair.</p> <p>Treasurer – GK (current Treasurer) was standing down due to work commitments. BM indicated he was prepared to stand. There were no other nominations. SL proposed that BM be elected, which was seconded by Denise Waugh. No objections, all in favour. BM was duly elected as STP Treasurer.</p> <p>Secretary – AF (current Secretary). There were no other nominations. AF was duly elected as STP Secretary.</p>	

11.	Finances	
11.1	Owing to recent changes on the Board it was necessary to amend the signatories to our bank account Removed: DR, PC and GK Added: DH and BM Existing: AF and SB	
11.2	To simplify the process of meeting day-to-day STP related expenses it was proposed that the charity applies for one Debit Card, issued to the project manager for use when purchasing necessary items such as lollies, flip-flops and other sundries. Spend is restricted to £250, with a maximum of £50 cash on any one day. Spend to be supervised by Treasurer. This proposal was carried unanimously	
12.	Membership	
12.1	Membership Rules – currently there are two levels: <ul style="list-style-type: none"> i. Full – Available to all active volunteers, and board members ii. Associate – Available to any person wishing to support us 	
12.2	Only FULL members are entitled to vote at our AGM, but they must first renew their ‘membership’ each April by completing a membership application form and making a £1 donation to the charity. The current process is bureaucratic and administratively burdensome. Options for Discussion:	
12.3	The membership rules are amended so that: <ul style="list-style-type: none"> i. ‘Full’ membership is automatically extended to all active STP volunteers and board members, without the need to renew membership annually. The STP manager will maintain a list of all active volunteers and remove those who no longer volunteer with us. All members will be encouraged to make one-off or regular donations to the charity via standing order or the BT MyDonate facility on the STP website, or: ii. Membership should be upon subscription of £5 p.a. minimum (unless a standing order or direct debit is in place). 	
12.4	A discussion took place on the above options. SB proposed Amendment Option (i) which was seconded by DW. Carried.	
13.	Automated External Defibrillator (AED)	
13.1	AN gave a presentation on the AED. Currently 2 AED devices are available in the town, one at Splash and one in the Castlegate Centre. The proposal was that STP purchase its own AED and install in a static position in the town centre. The cost would be £1800. AN suggested STP host a fun day to raise funds.	
13.2	This proposal will be discussed at the next board meeting.	

<p>14. 14.1</p>	<p>Employment of STP Project Manager (P.M) SB is standing down from his position as P.M, but will still be involved as a board member and will continue patrols. KL will be new P.M. and this will be a part time salaried position. SB will stay on in the role for a three month period to mentor KL.</p>	
<p>15. 15.1</p>	<p>Discussion – Further STP Opportunities SB gave an overview of the current position. A discussion took place on possible future roles for STP including a presence at public events in Stockton, which may appeal to volunteers who did not wish to work in the night time economy. Care will be taken over the type of events STP volunteer for. SB also mentioned a potential role as appropriate adults for young people in custody. This proposal received general approval.</p>	
<p>16. 16.1</p>	<p>Any Other Business There were no other items of business.</p>	
<p>17. 17.1</p>	<p>Date of Next Meeting The date and location of the next STP Annual General Meeting, along with regular Board meeting dates, will be circulated in due course.</p>	