



Stockton Town Pastors

MANAGEMENT BOARD

SUMMARISED RECORD OF MINUTES





Meeting Date:	Thursday 13 th January 2011
Meeting Time:	3.30pm – 5pm
Location:	A Way Out, The Gate, 1-2 Castlegate Quay, The Riverside, Stockton-on-Tees, TS18 1BZ

Persons Present: (include initials)	Revd Derek Rosamond (DR) Peter Chapman (PC) Steve Brock (SB) Jessie Jacobs (JJ) Jane Harmer (JH) Andy Fox (AF) Jan Knox (JK) Amy Davies (AD)
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Para No.		Action
1.	Welcome and Introductions	
1.1	DR welcomed everyone to the management meeting. Introductions were made.	
2.	Opening prayer	
2.1	DR opened the meeting in prayer.	
3.	Apologies	
3.1	Revd Jim Wright (JW) Stuart Cornwell (SC)	
4.	Minutes of Last Meeting (a) Accuracy (b) Matters Arising (not on agenda)	
4.1	(a) DR requested that the board raise any necessary amendments to the previous meetings' minutes in terms of accuracy. None raised. Previous meetings' minutes signed by DR. (b) DR requested board raise any matters arising from the previous meetings' minutes.	

4.2	DR asks for the Board's thanks for producing the minutes to be extended to AD.	
4.3	PC brought action for point 10.2 of previous minutes to the attention of the board. ACTION: JJ and SB to continue to draft job description for position of paid co-ordinator (Update – copy of previously drafted document forwarded to PC and DR).	JJ, SB
5.	Company limited by Guarantee and Charitable Status – Update	
5.1	PC updated board on progress. ACTION: JK, SB and PC to continue to progress with the consultation of David Dorman- Smith in respect of the constitution.	JK, SB, PC (agenda item)
6.	Council of Interest – Update	
6.1	JJ updated board on progress, making reference to the TVCC&O Forum as a potential opportunity for Town Pastors and AWO to work with other associated ministries.	
6.2	DR suggested revisiting this point in a future meeting in order to clarify purpose of council of interest.	
6.3	PC suggested having two groups – one for purposes of legality and arbitration, and one which is more informal for those who take an interest in the issues and work encountered by STP.	
6.4	SB to propose idea of informal group ('Friends of STP') to Brian Jones. ACTION: SB to discuss with Brian Jones. To bring a proposal for this to the next meeting.	SB (agenda item)
6.5	ACTION: JJ to pursue idea of more formal group, possibly to be termed 'Council of Reference'.	JJ (agenda item)
7	Publicity	
7.1	JJ suggested holding back on publicity concerning the partnership between STP and AWO until the relationship better clarified within the AWO Board meeting (planned for December been cancelled).	
7.2	SB to continue to work with JJ with regarding the STP approach in respect of media/publicity-related matters. The STP first birthday celebrations have been publicised via BBC Radio Tees and through the Cleveland Police carol service.	
8.	STP Operating Base	
8.1	SB reported there may be the possibility of a small area for our use within the CAB premises on the ground floor of the Swallow Hotel, which is currently shuttered off, and he will pursue this. ACTION: SB to pursue. (Update: subsequently shown not to be available, as the area is part of an emergency escape route for the hotel and is not	

	available even though the remaining area of the hotel in not currently in use).	
8.2	SB reported there are numerous vacant shop fronts on the High Street, but the financial viability of using one of these just for STP operations on Friday and Saturday evenings needs to be considered. Informal discussions have revealed that AWO, Daisy Chain and Sowing Seeds ministries are also considering the possibilities of having a High Street presence, and all are represented at the local 'Forum' meetings. No action resulting from this discussion at the moment.	
8.3	SB reported that Alan Farish is more than happy for STP to continue to use the Parish Church facilities. Discussion took place around STP trialling use of AWO's 'The Cave' café, and the benefits and potential difficulties of both locations were identified. It was acknowledged that use of AWO's facilities on a weekend evening might eventually extend into the working week in terms of contact with clients. ACTION: SB gather STP volunteer views over such a move, and if positive SB and JJ to explore practical details and agree on a potential date for a move.	SB, JJ (agenda item)
9.	STP Co-ordinators Report	
9.1	SB presented the previously circulated report. No issues arising.  Coordinator Report 2011_01_13.doc	
9.2	Photos ID Cards have proved popular with volunteers, and the influx of new people represented a potential extra cost. ACTION: AF to speak with Cleveland Police Digital Imaging Services to explore the possibility of cards being processed there; and SB to speak with AWO Admin Officer to identify their supplier, and bring back cost comparisons to the next meeting.	AF, SB
9.3	AF briefed the meeting on action taken so far to secure an independent evaluation of STP. JK stated she would be prepared to become involved in this process if required. ACTION: AF to contact Teesside University to determine if a degree level student might be prepared to take this on.	AF
9.4	Prostitution Initiative – JJ to set up a multi-agency meeting to explore how problems around this issue might be tackled. SB to be invited to represent STP in such discussions. ACTION: JJ to report back on progress.	JJ
9.5	SB updated the Board on potential development of a Hartlepool Town Pastors project. He has a meeting with Revd. Colin Sawtell from the Elim church next week, but the Police and Local Authority appear to remain keen on developing such a partnership with local churches.	

9.6	SB provided an update of the establishment of the national charity Christian Nightlife Initiatives (CNI), which offers help and support to more than 70 'Street Angels' projects across the UK. SB has been invited onto their Board as a North East representative who is able to offer support and guidance to similar local projects. It was confirmed that STP had made a one-off membership donation to CNI, and the current relationship should continue.	
9.7	SB also reported on CNI's website donations page, which allows donations to be made to any of their associated street angels projects (including STP), with 25% of the donation going to CNI and the remainder coming to STP on a quarterly basis. After discussion it was agreed this means of giving should not be openly promoted locally, as our own financial development will shortly allow people to donate directly to STP. However, if individuals wish to donate by this means (and CNI has a link from our own website), then donations will be accepted.	
9.8	AF outlined the week-long police Operation Tornado activity around community action, and indicated there may be media interest around a number of activities such as STP, and asked that volunteers be briefed in case they were approached whilst on patrols. ACTION: SB to raise with volunteers.	SB
10.	Assistance to Boro Angels	
10.1	SB reported that recently STP volunteers had worked together with Boro Angels (BA) on the streets of Middlesbrough to cover a shortfall in the number of volunteers. BA are taking a break throughout January to try and resolve certain issues, and their volunteers have been invited to work with STP whilst their own operation is on holiday. They have also been sharing a range of STP awareness training which took place in October and November. SB will maintain contact with the BA coordinator.	
11	Financial Report	
11.1	PC circulated attached document 'Receipts and Payments' for Period 20 July 2009 to 28 November 2010. No issues arising.  Financial Report 2011_01_13.pdf	
11.2	PC stated he would like to draft a budget which includes allowance for a paid co-ordinator. ACTION: PC, SB and JJ to work in this and present to the next STP Board Meeting.	PC, SB, JJ (agenda item)
11.3	JJ raised the issue of the need for a written Business plan for STP. JK has a template and will forward it. ACTION: PC & SB to work on development of this document and submit to the next STP Board meeting.	PC, SB (agenda item)

12.	Any Other Business	
12.1	JK asked if it was possible to develop professional publicity material for STP. It was agreed to build this into the Business and Budget plans that were being developed.	
12.2	SB provided details of a Swindon Street Pastors charity motorcycle ride from Lands End to Hadrians Wall, which would be arriving in Stockton on 23 rd February 2011. The organiser has close links with the AWO café manager and arrangements were being made to provide refreshments, accommodation and publicity around this event, using AWO staff and STP volunteers.	
13.	Time and Date of Next Meeting	
13.1	Thursday 10 th March 2011, 15.30 until 17.00. To be held at AWO Premises, The Riverside, Stockton-on-Tees TS18 1BZ	
14.	Closed Session	
14.1	It was agreed that the one listed item should be pursued outside of the meeting by DR, SB and JJ – no update required in respect of those individual circumstances. PC asked for the discussion to include clarity over what should in future be brought to STP Management Board meetings. ACTION: Report back to next meeting.	DR, SB, JJ