

# STOCKTON TOWN PASTORS

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



## Management Board Meeting Summarised Record of Minutes

<b>Meeting Date:</b>	Monday 23 <sup>rd</sup> September 2013
<b>Meeting Time:</b>	7pm – 8.40pm
<b>Location:</b>	St. Pauls Church Hall, Bishopton Road, Stockton-on-Tees TS19 0XA

<b>Persons Present:</b> (include initials)	<b>Reverend Derek Rosamond (DR) – Chair</b> <b>Steve Brock (SB)</b> <b>James Glancey (JG)</b>	<b>Andy Fox (AF)</b> <b>Rosemary Williams (RW)</b>
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Para No.		Action
<b>1. &amp; 2</b>	<b>Welcome</b>	
1.1	DR welcomed everyone to the meeting and introduced Rosemary Williams (RW) of the Salvation Army (Stockton Citadel) to the Board. RW had accepted an invitation from DR to join the STP Board as a member and a trustee.	
1.2	DR said this position needed to be ratified, and formally nominated RW; this was seconded by AF and all others agreed – motion carried.	
1.3	He then opened the meeting with prayer.	
<b>3.</b>	<b>Apologies</b>	
3.1	Jim Wright (JW)      Graham Knox (GK)      Jan Knox (JK)	
<b>4.</b>	<b>Minutes of Board Meeting 13<sup>th</sup> May 2013</b>	
4.1	<b>Accuracy</b> – The minutes were accepted by all present as accurate, and a copy was subsequently signed by DR.	
4.2	<b>Matters Arising</b>	
4.2.1	<u>Gift-Aided Sponsorship Form (Para 4.2.1)</u> – SB reported that a form had been designed and circulated. Donations could now also be made on-line via the BT MyDonate website.	
4.2.2	<u>STP Projector (Para 4.2.4.)</u> – AF asked if a projector had been purchased, and SB reported that it hadn't as the Tabernacle had three and currently one was usually available for presentations. DR said that should the need for purchase our own arise, this action had been authorised.	

<p>4.2.3</p> <p>4.2.4</p>	<p><u>Mary Portas Funding Application (Para 6.3)</u> – SB reported that he had submitted a funding application to the Town Team, which had been unsuccessful. As a result he is meeting with JG (Provincial Project Officer) tomorrow, along with a member of the Rediscover Stockton team, to discuss how things might be progressed.</p> <p>Discussions around a one-off fundraising event attracting people into the town, or closer engagement with students from Durham University’s Queens Campus were discussed. <b>ACTION:</b> SB &amp; JG to pursue possibilities and report back.</p>	<p><b>SB &amp; JG</b> (agenda item)</p>
<p><b>5</b></p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p><b>STP / A Way Our – Strategic Alliance</b></p> <p>DR outlined the background behind our strategic alliance with A Way Out (AWO), and a resulting document being included in our governance policies. Originally, three AWO representatives sat on the STP Board, and DR sat on the AWO Board as a representative of STP.</p> <p>Two AWO representatives have since left, leaving only Jessie Jacobs on the STP Board. Her workload has since demanded more of her time because of growing AWO-related initiatives, and the Chair of AWO has written a letter to STP wishing to draw our strategic alliance to an end owing to STP’s proven ability to govern itself effectively (see embedded document); whilst recognising the ongoing existing practical arrangements such as use of the AWO café as an STP operating base.</p> <p> Alliance Termination.pdf</p> <p>After discussion it was agreed that Jessie Jacobs’ decision to step down from the STP Board should be accepted, and the formal alliance dissolved. <b>ACTION:</b> DR to convey the decision to the AWO Chair.</p>	<p><b>DR</b></p>
<p><b>6</b></p> <p>6.1</p>	<p><b>STP Board Skills Audit</b></p> <p>SB provided background information in respect of this, and has used guidance found on the ‘governancepages.org.uk’ website which provides a detailed skills audit and review process. He had earlier circulated a questionnaire for Board members to complete and once all have been received he will then draw up a list of existing skills against what is recommended, in order to identify any gaps. He will report back on progress to the next meeting. <b>ACTION:</b> As above.</p>	<p><b>SB</b> (agenda item)</p>
<p><b>7</b></p> <p>7.1</p>	<p><b>STP Treasurer’s Report</b></p> <p>GK has sent his apologies for being unable to attend this meeting, and no financial update had been received. <b>ACTION:</b> SB to contact GK and ask for an update to be circulated to Board members.</p>	<p><b>SB &amp; GK</b></p>

<p><b>8.</b></p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>8.5</p>	<p><b>Project Manager's Report</b></p> <p>SB referred to a document (embedded below) which had been circulated via email earlier.</p>  <p>PM Report 2013_09_23.doc</p> <p>Discussion took place around STP cover for the 'Cannonball' event in Yarm, and it was recognised that it had been losing popularity with only a small number of students attending in recent months. Whilst it had been a good use of volunteer time earlier, there was now no longer a need for an STP presence.</p> <p>The 'Sunday STP patrols' on Bank Holidays experiment in August was successful, with 24% of our total monthly activity taking place on that one evening. Volunteers were willing to continue providing a presence on such occasions.</p> <p>SB provided an update in respect of the 'Operation Tranquillity' changes within the town, and the promise of STP's inclusion within the subsequent review process.</p> <p>The CNI conference weekend was a real success and SB will be developing a number of ideas for use in our local community aimed at increasing safety within the night-time economy.</p>	
<p><b>9.</b></p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p>	<p><b>Police / Street Angels Working Protocol</b></p> <p>SB reported that Cleveland Police and local CNI 'street angels' projects (Stockton, Middlesbrough, Hartlepool and Guisborough) are planning to embark on a formal working protocol. The SA-CNI Board was keen to offer this for use by other projects across the UK.</p> <p>The draft document had been circulated to Board members earlier for consideration, and discussion then took place which resulted in overwhelming support for STP being involved in this.</p> <p>The Chief Constable and Police &amp; Crime Commissioner have asked both to personally meet and thank all street angels volunteers from the Cleveland projects and this will now be incorporated within STP's AGM Celebration Evening (see below).</p> <p>It was agreed that particular focus should be placed on street angels' independent nature but recognising their working relationship with the police.</p>	
<p><b>10.</b></p> <p>10.1</p>	<p><b>AGM Planning</b></p> <p>DR explained that the opportunity as outlined in respect of 9.3 above was too good to miss, but SB had discovered the only date available for both the CC and the PCC was Wednesday 23<sup>rd</sup> October 2013. He</p>	

<p>10.2</p> <p>10.3</p>	<p>proposed that the STP AGM and celebration be moved forward by one day to the 23<sup>rd</sup> in order to accommodate this. The date was also convenient to other local street angels' projects. All agreed this was appropriate, although JG and RW said they would still be unable to attend owing to other commitments.</p> <p><b>ACTION:</b> SB to make arrangements for STP AGM to take place 6pm – 7pm on Wednesday 23<sup>rd</sup> October 2013, to be followed at 7.30pm by a Celebration Evening. Venue: Stockton Baptist Tabernacle, TS18 1TE. SB also to circulate the evening's arrangements to Board members for their information.</p> <p>DR suggested that another STP celebration evening early in 2014 might be held in order to publicise changes in STP membership &amp; governance, and financial 'giving' (subject to agreement at our AGM).</p>	<p><b>SB</b></p>
<p><b>11.</b></p> <p>11.1</p>	<p><b>Any Other Business</b></p> <p>There were no other items of business for discussion.</p>	
<p><b>12.</b></p> <p>12.1</p> <p>12.2</p>	<p><b>CLOSED SESSION</b> (to be excluded from publicly available minutes)</p> <p>SB outlined the circumstances concerning one of our volunteers. Five weeks ago he was suspended from STP after having breached our volunteer policies – a disciplinary process has been set in place. Subsequently the same volunteer admitted another breach, which led to a matter being reported to the police and has now been finalised. The volunteer had subsequently offered his resignation from STP. The Board was satisfied that there were adequate support processes in place for the individual.</p> <p>A discussion took place and it was agreed by all present that the resignation being accepted and the disciplinary process discharged.</p> <p><b>ACTION:</b> SB to inform the volunteer of this decision.</p>	<p><b>SB</b></p>
<p><b>13.</b></p> <p>13.1</p> <p>13.2</p>	<p><b>Date of Next Meeting</b></p> <p>10am Tuesday 3<sup>rd</sup> December 2013, Saint Pauls, Stockton TS19 0XA</p> <p><b>ANNUAL GENERAL MEETING</b></p> <p>6pm – 7pm Wednesday 23<sup>rd</sup> October 2013, Stockton Baptist Tabernacle TS18 1TE</p>	