

STOCKTON TOWN PASTORS

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





Management Board Meeting Summarised Record of Minutes

Meeting Date:	Wednesday 26 th February 2014
Meeting Time:	1345-1545
Location:	St. Pauls Church Hall, Bishopton Road, Stockton-on-Tees TS19 0XA

Persons Present: (include initials)	Reverend Derek Rosamond (DR) – Chair Steve Brock (SB) Jim Wright (JW) Jan Knox (JK)	Andy Fox (AF) Rosemarie Williams (RW) James Glancey (JG)
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Para No.		Action
1. & 2	Welcome	
1.1	DR welcomed everyone to the meeting.	
2	The meeting was formally opened with a prayer.	
3.	Apologies	
3.1	Graham Knox (GK) Insp Mick Brown (MB)	
4.	Minutes of Board Meeting 3rd December 2013	
4.1	Accuracy – The minutes were accepted by all present as accurate, and a copy was subsequently signed by DR.	
5	Matters Arising	
5.1	Re 6.1 – MB will update regarding the possibility of free training by SBC concerning Safeguarding	
6	Update on mobile operating base	
6.1	STP took delivery of the mobile unit to be used as an operating base on 19 th February 2014. Negotiations are ongoing with North east Truck and van Hire re servicing and breakdown. Minor repairs are needed to the van prior to operational use. N-Sign have agreed to livery the vehicle and there is potential sponsorship from N-Sign.	
6.2	SB proposed that a number of different designs re the livery be circulated amongst board members for approval. SB further added that Teesside caravans were keen to enter into some sort of	

6.3	<p>sponsorship agreement with STP.</p> <p>DR thanked SB for his efforts to secure the purchase of the vehicle. SB proposed that each of the benefactors be written to, thanking them for their contribution and to include photographs of the van once operational.</p>	SB to compose and send letter
6.4	Storage remains an issue. AF stated he would speak with Stockton Police to explore the possibility of storage in the rear yard at Stockton Police Office	AF to progress
6.5	SB has written a Mobile Unit Volunteers Drivers Handbook which was presented to the meeting	
6.6	The George and Doms Bar will provide toilet facilities for the volunteers.	SB to provide update re Operators Licence
6.7	Questions were raised as to whether the vehicle required an Operators Licence. SB is awaiting confirmation in writing that it does not.	
6.8	STP have paid A Way Out, 3 months in advance for the use of their café facilities. Written notice advising we will no longer require those facilities will be given.	
6.9	There is a bid in relation to the vehicle currently outstanding from the Ropner Trust	SB to update re bid
7	Volunteers Meeting (17th January 2014)	
7.1	S gave an update re the meeting which had taken place on Friday 17 th January 2014.	
7.2	Membership forms had been distributed to volunteers. This should generate significant income	
8	Invitation to Cleveland Police Representative	
8.1	A discussion took place as to MB position on the board. A brief history was given as to the role of AF on the board in his capacity as a Police Inspector with Cleveland Police. It was decided the best way to proceed was to invite the organisation (Stockton Police) to sit on the board as a non-voting member.	AF to convey decision to MB
8.2	JG stated he would prefer the same status as MB. SB stated this would need formal resignation as a trustee, but then KG would be invited to sit on the board as a non-voting member representing the Local Authority.	
9	Fundraising	
9.1	A new membership scheme for STP has been implemented which will bring in income. A discussion took place on setting up a “working group” to discuss fundraising. DR proposed a one off board meeting purely to discuss the issue of fundraising	DR to discuss with GK
10.	STP Treasurers Report	
10.1	DR circulated a copy of the Treasurers report to the meeting.	
	 <p>20140223 - Board Finance Summary.pdf</p>	
10.2	A request had been made by GK requesting authorisation to set up on-line banking and BACS payments. This was agreed by the meeting.	

10.3	SB requested a copy of the bank statement be included in future Treasurers Reports	
11.	Project managers Report	
11.1	SB presented the latest Project Managers Report to the meeting  PM Report 2014_02_26.docx	
11.2	SB read to the meeting a card which had been received by STP thanking them for their intervention and assistance to a female in the town centre.	
12.	AOB	
12.1	No issues	
13.	Date of Next Meeting	
13.1	7pm Tuesday 20 th May 2014, Saint Pauls Church, Stockton TS19 0XA	
13.2	Future Meeting Dates 2014 (St Pauls) 6pm Thursday 26 th June (AGM) 10am Monday 22 nd September 2pm Monday 24 th November	