

# S TOCKTON 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>	Tuesday 19 <sup>th</sup> January 2016
<b>Meeting Time:</b>	7pm – 9pm
<b>Location:</b>	Stockton Baptist Tabernacle, The Square, Stockton-on-Tees TS18 1TE

<b>Persons Present:</b> (include initials)	David Humble (Chair) DH Steve Brock (Project Manager) SB Andy Fox (Secretary) AF Insp Tony Cross AC Stuart Levin SL Graham Bond (Town Centre Chaplaincy Project) GB Ian Bartle IB Michael Barker Salvation Army MB Bernard Mugwendere BM1 <b><u>Mentioned but not present</u></b> Sgt Brian McCarthy BM2 Barbara Broadbelt (1 <sup>st</sup> aid trainer) BB Dave Mead (Safe in Tees Valley) Matthew Vickers (SBC Councillor) MV
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Para No.		Action
<b>1. &amp; 2</b>	<b>Welcome &amp; Opening Prayer</b>	
1.1	DH Welcomed everyone to the meeting. All introduced themselves. BM1 stated he would be looking to assist with the treasury function.	
1.2	GB formally opened with prayer.	
<b>3.</b>	<b>Apologies</b>	
3.1	Steve Johnson SJ Graham Knox GK Jane Harmer JH	
<b>4.</b>	<b>Previous Minutes dated 17<sup>th</sup> November 2015</b>	
4.1	These were accepted as a true record and subsequently signed by the Chair.	
4.2	<u>Matters Arising:</u> (Refer to minutes dated 17 <sup>th</sup> November 2015):	
4.2.1	<u>4.2.2 Work is ongoing to capture data.</u> As yet there is no mechanism in place to capture feedback for those we engage with.	

<p>4.2.2</p> <p>4.2.3</p> <p>4.2.4</p> <p>4.2.5</p>	<p><u>8.2 Automated External Defibrillators (AED)</u>. SB reported there are none available in the town centre after 5pm when the shops shut. SB had emailed SL enquiring if there was any funding available through the 'Mayor's fund'. BB will be writing to local Rotary Clubs enquiring about funding. AF suggested also approaching the local Lions Club. SB will explore the possibility.</p> <p>A discussion then took place regarding radios for door staff to link in with STP radios. SBC had offered training for this.</p> <p><u>8.6 Child Sexual Exploitation Training</u> had been attended by 20+ people.</p> <p><u>9. STP 6<sup>th</sup> Birthday Party</u> had taken place on Thursday 3<sup>rd</sup> December 2015 at Dons Bar and had been very well attended.</p>	<p><b>SB</b></p>
<p><b>5</b></p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p><b>STP Development Plan – updates</b></p> <p>The plan had been previously distributed to members. SB talked through the plan. Board member training has been organised for Saturday 23<sup>rd</sup> January to help improve the effectiveness of the board. SB informed the meeting he is looking to step down from his role as Project Manager. The work required for the post is 20-40 hours per week, and as a result this post will need to be funded. DH stated work is ongoing to quantify what it is that STP achieves. There is a need to keep local churches informed as to the work STP carries out and the other events we are involved on, for example the Tillery Lantern Parade.</p> <p>SB stated he had attended the meeting with the PCC where the role of STP was discussed and the possibility raised of being involved in tackling ASB. STP had been asked by the PCC to chair a meeting of Cleveland's Street Angels Projects to explore how we can all engage at a local level and not just the Night Time Economy.</p> <p>SB recapped on a meeting with DM from Safe in Tees Valley concerning using STP volunteers in a victim support capacity. No further information had been received since that meeting.</p>	
<p><b>6</b></p> <p>6.1</p>	<p><b>Treasurer's Report</b></p> <p>Report had been previously circulated by GK</p>	
<p><b>7</b></p> <p>7.1</p>	<p><b>Corporate Debit Card</b></p> <p>SB had requested a debit/credit card for STP use. GK had reservations concerning the idea and suggested extending the float to £150 and the money could be taken out of that. This presented logistical difficulties. SL suggested a debit/credit card with a £250 limit on it to restrict any potential losses.</p>	<p><b>SL to approach bank to assess feasibility. DH, BM1 &amp; GK to meet to progress</b></p>

<b>8</b>	<b>Clothing</b>	
8.1	A document concerning clothing/uniform for STP volunteers had been circulated prior to the meeting. In total £2757 had been spent on clothing, but when donations were taken into consideration the total cost to STP was £405	
<b>9</b>	<b>Project Manager's Report</b>	
9.1	A Project Managers Report had been previously circulated by SB. An update was given in relation to 2 asylum seekers who were wanting to volunteer with STP. There were no issues.	
9.2	The Conflict Management Course is now to be held 11 <sup>th</sup> February. An issue had been identified of the van's batteries quickly losing charge. It was recommended that the electric hook up in the town centre is used where possible.	
9.3	SB highlighted a newsletter sent out by Cllr MV which had featured his recent outing with STP. A discussion took place as to whether an objection should be raised with him as no permission had been given. This was deemed not necessary as it wasn't an election leaflet but just a newsletter of his activities which was not factually incorrect.	
9.4	SB discussed the activity data attached to the report.	
<b>10</b>	<b>Data Protection Policy</b>	<b>SB</b>
10.1	This document had been circulated prior to the meeting and its contents were approved. SB to place on the STP website.	
<b>11</b>	<b>Governance Training</b>	
11.1	This is being delivered by Skillshare North East to board members on Saturday 23 <sup>rd</sup> January at The Tabernacle.	
<b>12</b>	<b>Any Other Business</b>	
12.1	SL circulated a document on fundraising. He gave an update on proposals for fundraising. SL briefly outlined potential for future bids.	
12.2	SB had spoken to BM as to other functions which could be performed by STP volunteers. This included Lay Visitors to custody facilities and taking on the role as an appropriate adult. After discussion it was decided the role of appropriate adult was the one to be pursued.	
12.3	DH suggested a letter of thanks to retiring Chief Constable Jacqui Cheer for her support for STP and for allowing a reading at the Cleveland Police carol Concert. SB stated a letter had already been sent on behalf of the Christian Night Life Initiative network.	
12.4	SB stated the Bishop of Durham will be visiting Stockton in May and	

	has requested to patrol with STP. Arrangements being made via Saint John The Baptist Church in Egglecliffe.	
<b>13</b> 13.1	<p><b>Date of Next Meeting</b></p> <p>Future Meetings:</p> <p>7pm – 9pm Tuesday 15<sup>th</sup> March 2016</p> <p>All meetings to take place in the coffee shop area, Stockton Baptist Tabernacle, The Square, Stockton-on-Tees TS18 1TE</p>	