

# 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 16 <sup>th</sup> August 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 Katharine Lam (Project Manager) KL Andy Fox (Secretary) AF Graham Bond (Town Centre Chaplaincy Project) GB Michael Barker Salvation Army MB Stuart Levin SL Jayne Harmer JH Joanne Raynor JR <b><u>Mentioned but not present</u></b> Adam Newsham AN Sgt Brian McCarthy BM Mohammed Riaz MR
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Para No.		Action
<b>1. &amp; 2</b> 1.1	<b>Welcome &amp; Opening Prayer</b> DH Welcomed everyone to the meeting.	
<b>2</b> 2.1  2.2	<b>Conflict of Interest Declaration</b> DH highlighted the 'Declaration of Interest' attached to the meeting papers and asked all present to read and note its contents  <b>Apologies</b> Insp Tony Cross AC Bernard Mugwendere BM Graham Knox GK Ian Bartle IB	
<b>3.</b> 3.1	<b>Opening Prayer</b> GB conducted the opening prayer	
<b>4.</b> 4a	<b>Previous Minutes dated 15<sup>th</sup> March 2016</b> These were accepted as a true record. <b><u>Matters Arising:</u></b> (Refer to minutes dated 15 <sup>th</sup> March 2016)	

4b	<u>Automated External Defibrillators (AED)</u> . Discussions had taken place between the Tabernacle and Stockton Borough Council. These talks were still ongoing	
4b.1	<u>Corporate Credit card</u> . No progress made as yet	
4b.2	<u>Data Protection Policy</u> . This has been uploaded onto the website. DH gave an update in respect of the offer by Love Stockton for STP to use their premises. It was felt this was not practicable due to the times STP operated. AF raised the problem of toilet facilities for volunteers after midnight	
4b.3	<u>STP Patrols – Norton</u> A discussion took place around the possibility of patrolling Norton High Street between the hours of 10pm-midnight. JR stated this might result in contact being lost with vulnerable adults who attend the van between these times.	Action AC to advise of need
4b.4	<u>STP Board - Governance Training</u> . No further training has been arranged	
<b>5</b>	<b>Minutes of AGM dated 30<sup>th</sup> June 2016</b>	
5a	These were accepted as a true record	
5b	There were no matters arising	
<b>6</b>	<b>Employment of Project Manager</b>	
6.1	KL will be taking on the role of Project Manager and will be mentored by SB for a period of three months. It is hoped funds will be available to continue employment beyond this point. SB is leaving the role to concentrate on work with the CNLI on a regional and national basis. SB will continue to be a member of the STP board. DH asked the board to fully support KL in her new role.	
<b>7</b>	<b>Cleveland Police Appropriate Adults – Update</b>	
7.1	SB has approached other Street Angel projects in Cleveland regarding this initiative and has been met with a positive response. SB has asked BM to research the feasibility of the scheme. SB gave an overview of the role of the appropriate adult. SB is to meet with MIND who already provide appropriate adults and receive funding from the PCC for this service. BM had been asked by the Chief Constable to develop a pilot for this scheme. SB suggested organising an open meeting with MIND where interested volunteers could ask questions. The Chief Constable had agreed that a certificate with the Cleveland Police crest would be issued to all volunteers undertaking the Appropriate Adult training.	SB to update next meeting

<p><b>8</b> 8.1</p>	<p><b>AED purchase - Update</b> The cost of purchase is £1300. Currently there is one AED at SPLASH, one at the Police Station and one at the Castlegate Centre. After 10pm none of these are available. There is a proposal for the Tabernacle and STP to purchase one on a 50/50 split and then make it a gift to Stockton Town Centre where it can be placed for 24/7 access. SB met with Stockton Borough Council who liked the idea. A discussion took place as to the way funds could be raised to cover the cost</p>	<p>AF to research Lions Rotary Masons etc.  SL to enquire with local supermarkets as to a bag pack</p>
<p><b>9</b> 9.1</p>	<p><b>Treasurer's Report</b> BM was on holiday and had sent his apologies and as a result there was no treasurers report.</p>	
<p><b>10</b> 10.1  10.2  10.3  10.4  10.5  10.6</p>	<p><b>Project Manager's Report</b> A written report had been circulated prior to the meeting.  SB stated he had written to all volunteers regarding his decision to step down as Project Manager  SB proposed further prayer walks in conjunction with other churches on evenings where we were unable to provide patrols  The mobile unit needs 6 new tyres. Kwik Fit had quoted £497 for 6 tyres  SB asked STP to gift £300 to CNLI. This was approved by the board.  CR who had provided entertainment for the STP AGM had asked for a donation of £50 to be made to Daisy Chain for his services. This was agreed by the board</p>	<p>SL to research alternative prices.</p>
<p><b>11</b> 11.1  11.2</p>	<p><b>STP and the Day-Time period</b> This matter had been raised at the AGM and would enable volunteers who did not wish to patrol the night time economy, other opportunities for patrol. SB stated he needed to look who this could be accomplished where there was a genuine need for our presence.  AF stated he was due to meet soon with MR and he would discuss the opportunity for increasing the diversity of STP volunteers with the Muslim community</p>	
<p><b>12</b> 12.1  12.2</p>	<p><b>Any Other Business</b> SB stated one of the first tasks of KL would be to look at refreshing the STP 'brand'  SB stated new funding providers had been identified to him by Catalyst</p>	

<b>13</b> 13.1	<b>Date of Next Meeting</b> Future Meetings: To be arranged and circulated	