

**MINUTES OF THE MEDWAY NEIGHBOURHOOD WATCH ASSOCIATION  
MEETING HELD ON TUESDAY 14<sup>TH</sup> JUNE 2016 AT MEDWAY POLICE STATION**

**PRESENT:**

David Duncombe – Chairman/treasurer  
Maria Jarvis – Vice Chairman/secretary  
Mark Botting  
Rosemary Roberts – Minutes secretary  
Ian Sears  
Frank Watton  
John Haddaway - WLO  
George McCarthy

**1. APOLOGIES FOR ABSENCE:**

Received from Gloria Faram, Tony Faram and Adrienne Kinloch

**2. MINUTES OF THE LAST MEETING:**

Distributed to all members prior to this meeting and were agreed as a true record of the content of that meeting.

Proposed by GM and seconded by FW.

**3. MATTERS ARISING:**

MJ requested an amendment to item 6 fundraising. Regarding the United Services Club, the £150 mentioned was for a returnable deposit.

**4. FINANCIAL REPORT:**

DD presented the financial report to the committee, which was accepted. The ticket sales of £64 for the concert will be refunded as it has been cancelled (see below). He is also awaiting the invoice for the recent newsletter.

Proposed by RR and seconded by GM.

**5. REPORTS AND COMMUNICATIONS:**

JH reported that interviews for the WLO post will be tomorrow and the successful candidate will be known by the end of the week.

**6. FUNDRAISING EVENTS:**

MJ reported that the concert 'Songs of the Somme' has had to be cancelled. Christine Hubbard sent her heartfelt apologies for this last minute withdrawal. It appears that she was let down by her support artists and could not find replacements at such short notice. MJ wondered if it was appropriate to rearrange this event for September, bearing in mind that we already have the AGM and Quiz Night occurring in that month. Also she has spoken to the ticket holders and some expressed reservations about coming out in the evening when it was dark, so ideally the next date should occur before the clocks go back. MJ will go back to Christine for further discussion and will report back at the next meeting. She asked FW to put a notice about the cancellation on the church door in case anyone turned up on the night. Twenty-one tickets were sold.

Plans for the Quiz Night will be discussed at the next meeting in August. MJ has made a change to the previous format, in that questions will be read out and not distributed to tables as before. This will be stated on the application letters.

## **7. NEWSLETTER, PROMOTIONS AND MEDIA:**

The next newsletter is due out in August and MJ requested any articles for inclusion to be with her by mid July. Inclusions sent out with it will be application forms for the Quiz night, the Agenda and ballot papers for the AGM. Also included in the newsletter will be information about the new WLO if he or she is in post by then.

MJ asked if existing committee members will be re-standing this year and all present confirmed that they were.

RR asked MJ if there was any update on the new promotions stand. She said that she had been too busy with other matters, but that this will be a priority now once the new Nh Watch logo has been approved, as this would need to appear on the stand. DD estimated that this should happen in the next 2-3 months.

## **8. ANY OTHER BUSINESS:**

JH reported that there is now no postal franking machine at the Police Station now. This affects us in that MJ uses the machine to send out the newsletters. This raised discussion as to how we would send out the newsletters in the future, as franking is cheaper than using postage stamps. Suggestions for consideration:

Contact an outside company for their help (via article in Newsletter)

Send them out electronically only

Ask attendees at the AGM for their opinion

IS to approach Medway Council post room to ask if they could help

DD felt that we were not using our website to its fullest capacity. He asked for ideas to update the site with suitable items. He also noted that this was JH's last committee meeting as WLO.

RR made her apologies for the next meeting in August. MB has agreed to do the minutes.

The meeting closed at 21.00hrs.

The next meeting will be August 9th

Dates of meetings in 2016:

August 9<sup>th</sup>

October 11<sup>th</sup>

December 6th