

**Date** 24 May 2010  
**Place** CPCG Office  
**Present** Anna Tapsell (AT) ) - Chair of Meeting; Sandra Moodie (SM), Jim Toohill (JT); Doye Akinlade (DA), Paul Andell (PA) ; Wesley Walters-Stephens (WWS); Ivelaw Bowman (IB)

**1. Apologies** Ros Munday, Gill Kenealy (GK); Shane Collins

## **2. Minutes and Matters Arising from previous meeting**

### *Minutes*

Minutes of the Meeting 10 May were agreed without amendment

### *Matters Arising*

The Action Log was updated as indicated (appended)

JT

## **3. Finance and Funding**

JT tabled a report of the financial position and the end of year position. He pointed out the gap in Administrator's employment meant that the £4k deficit which the group had anticipated was now not likely to be realised.

Further, it had been possible to use a commercial printer for the Whose Shout? report and there were a number outstanding needs that could now be addressed (eg IT support, equipment replacement etc) which could now be addressed whilst maintaining the Group's reserves position.

AT said that it was important that adequate funds be set aside for the recruitment process.

JT explained an issue that had arisen concerning discussions between the Chair, Treasurer and CEO of London Communities Policing Partnership (LCP2) and Kit Malthouse.

## **4. Engagement Project - Whose Shout? – Next Steps**

JT/AT reported on the distribution of the Whose Shout report and the next steps.

Just over 150 hard copies had been distributed (to members, the Safer Lambeth Partnership, Safer Neighbourhood Panels, community groups participating in the study) and electronic copies had been sent to the CPCG mailing list. The report was available for download from the Group's blogsite.

The intention was to allow people the summer period for reflection and discussion and to bring together key players in the autumn to take this forward.

## **5. Administrator Recruitment Process**

There was a wide ranging discussion of the requirements for the Administrator post. Key points were:

The main elements of the job and the distinction between administration in the strictest sense (mailings, minutes, membership, office admin etc) and the wider networking, representation, advocacy role;

Alternative models of employment (fixed term, self employed, job-share etc).

**JT**

It was agreed JT would circulate the job description for discussion.

## **6. Recent and Future Meetings.**

WWS reported on a meeting he attended between Rev Mimi Asher and John Kerridge with regard to finding accomodation on the Myatt's for Rev Asher's church group.

AT reported on a Gold Group she had attended regarded an unregistered medical practioner.

## **11. Date of next CPCG Board Meeting**

**20 July 2010**

Signed as a true record:

Date:

<b>Date of Originating Board</b>	<b>Action</b>	<b>Resolution and Date</b>
March 2010	<b>ACF:</b> BM had received responses from some CPCG members regarding dates given for a visit to the Firearms Training centre at Gravesend. AT asked BM to extend the invitation to members who had not indicated an interest when the offer was made first time round. BM	Agreed with CO19 to reschedule in the autumn. [15.06.10]
March 2010	<b>ACF:</b> BM had received a quote from Opal Telecom in regard of telephone line rental and Broadband provision. BM was asked to enquire if Opal provided a remote access facility to voicemail and how much extra it would cost. BM	To be progressed. Not pressing until new administrator in post.[15.6.10]
March 2010	<b>ACF:</b> BM to produce a code of conduct which could be distributed to all CPCG members. BM	
March 2010	<b>ACF:</b> WS was not present to give an update on Santander bank, which he believed was providing funding for community enterprises. WS	
March 2010	AT said that NE had been offered two more CO19 patrol cars to add to the borough's current two, which he thought would be a useful resource to have, although he was also concerned that it could escalate matters. AT said that she would speak with NE the next day to discuss the matter with him further and tell that with assurances the Board would not be against the additional CO19 vehicles. AT	
May 2010	Thereafter, the intention was to distribute to members (including statutory partners), the chairs of Safer Neighbourhood Panels and Libraries in hard copy and to our wider mailing list in electronic form. The summer period would be allowed for feedback and discussion and key players would be brought together in the autumn to develop an Action Plan for implementation. JT/AT	Done

<b>Date of Originating Board</b>	<b>Action</b>	<b>Resolution and Date</b>
May 2010	JT agreed to circulate the current job description as a starting point for Board input. JT	