
St. Peter's Neighbourhood Association Committee Meeting Minutes

Location: **Anzio House, St. Peter's.**

Date: **Tuesday 12 September, 7pm.**

Present: **Jon Bryan (Chair), Robert Mee (Secretary), Peter Thompson (Treasurer), Brian Hunt, Gwynneth Common, Jude Harris, David Robertson Young (Guest), PC Amy Tapping and PC Steve Douglas (Northumbria Police)/early part of meeting.**

Apologies: **Paul Common; John Watts; George Allison (Cllr); Nick Kemp (Cllr); Veronica Dunn (Cllr).**

	Item	Action
1.	Opening. The Meeting commenced 7pm prompt with Jon in the Chair. He welcomed everyone and introduced the neighbourhood's new Police Officers Amy Tapping and Steve Douglas.	
2.	Previous meeting's minutes. The minutes from the 15.08.2017 meeting were approved as an accurate record of the meeting.	
3.	Matters arising from the previous meeting. It was agreed these would be covered in the following reports.	
4.	Police. <ul style="list-style-type: none">a. PC Amy Tapping and PC Steve Douglas introduced themselves as part of the wider territorial neighbourhood Policing team. Both were happy to allow their contact details to be published on the website for St Peter's residents and businesses' information, these being: PC Amy Tapping e: 3116@northumbria.pnn.police.uk m: 07736463739 PC Steve Douglas e: Stephen.douglas.1886@northumbria.ppm.police m: 07590011237b. Steve reported on significant Police activities elsewhere within the wider territorial neighbourhood area. In this wider area 205 crimes had been reported in the last quarter.c. Steve and Amy then reported on three crimes in the St. Peter's neighbourhood, namely two car break-ins and an attempted break-in. Several anti-social behavior incidents had also been managed through dispersal orders.d. Discussion and agreement took place that St. Peter's residents and businesses still needed to avoid complacency and be vigilant, even though reported crime was low.e. It was felt that there could be a focus on deterring opportunities for opportunistic crimes and for all events (criminal and anti-social) to be reported to Northumbria Police. It was agreed that this would be to the benefit of everyone, especially if criminals might be cut off at the outset, not offend, or return to reoffend.	

	<p>f. It was agreed that Committee members as private individuals would encourage friends and other neighbours to report crime, anti-social and suspicious behavior. This might also be supported through messages and stories within the Association's newsletters and website.</p> <p>g. The meeting also discussed a bike-marking event, or similar anti-crime activity, which could be held at Merchants Tavern, and promoted across the neighbourhood to benefit residents and businesses alike. Amy and Steve to contact Robert in due course with a view to organizing such an event.</p> <p>h. Amy and Steve confirmed that non-emergency incidents should be reported by calling 101, and emergency 999.</p>	<p>All</p> <p>GH AT/SD /RM</p>
5.	<p>AGM</p> <p>a. Robert confirmed this would happen Tuesday 10 October, 7pm-8.30pm at Anzio House.</p> <p>b. The Home, Association and News Pages on the website had been altered to promote the AGM and procedure.</p> <p>c. The Autumn newsletter being distributed that week promoted the AGM and procedure.</p> <p>d. The Agenda for the AGM would be: Apologies, Previous AGM Minutes, Chair's report, Treasurer's Report and Election of Executive and Committee Members.</p> <p>e. Jon will write the Chair's Report.</p> <p>f. Peter will write the Treasurer's Report.</p> <p>g. Apart from resignations during the year, the current Committee is known to be seeking election.</p>	<p>RM</p> <p>JB PT</p>
6.	<p>Council.</p> <p>a. Gwynneth agreed to try to ascertain whether it was possible to coordinate activities between the work of Council grounds personnel, when booked-in for the neighbourhood, with that of regular volunteer gardening activities. It was agreed that this might be mutually beneficial.</p> <p>b. Brian reported lighting column corrosion in several places in the neighbourhood, and would look at the SSE reporting page on the Council website with a view to reporting this concern.</p> <p>c. Robert to follow-up on Council progress on the proposed traffic parking restrictions, and the installation of the St. Peter's neighbourhood directional signage on Glasshouse Street/Walker Road junction.</p> <p>d. The neighbourhood notice board installation is known to be imminent.</p>	<p>GC</p> <p>BH</p> <p>RM</p>
7.	<p>Marketing and Communications</p> <p>a. The new Autumn newsletter had been produced. The two stories being Saturday 7 October's bulb planting and litter pick and the AGM. Packs were distributed for Committee members to distribute across the neighbourhood.</p> <p>b. The website has been updated to promote both October events, news stories and new photographs.</p> <p>c. The Fish with Two Heads restoration and replanting project has won second in Best Group Effort in the local ward <i>in Bloom</i> gardening competition.</p>	
8.	<p>Environment & Wellbeing</p> <p>a. Gwynneth and volunteers have achieved all aspects of the 2016/17 Plan, and were congratulated on this.</p>	

	<ul style="list-style-type: none"> b. Gwynneth advised efforts to establish ownership of the St. Peter's Quayside blue walls continue. c. Gwynneth agreed to contact the Council to see dates/times when grounds-personnel working in the neighbourhood might be made available to allow for co-ordination with volunteers. d. Gwynneth, Jon and Robert to discuss planned activity, balance and spend on the Ward-aid Grant. All of which, Peter confirmed, have been well-coordinated and planned from the outset to maximise return on investment. e. Robert advised that the volunteer afternoon with Headliners' National Young People Citizenship Programme had been successful and enjoyable. Fifteen young people, four St. Peter's residents, the Community Officer and Riverside Park Ranger had all worked in clearing two flights of granite steps in Riverside Park. f. The next date when the Jesmond and Heaton volunteers would be working in Riverside Park, St. Peter's, would be Wednesday 15 November, 10am – 12.30 noon. This would be promoted as a call to volunteer. g. Gwynneth advised arrangements were in hand for a neighbourhood litter pick and spring bulb plant out for Saturday 7 October, 10am – 12 noon. 	<p>GC</p> <p>GC/JDW /RM</p> <p>RM</p> <p>GC</p>
9.	<p>Treasurer.</p> <ul style="list-style-type: none"> a. Peter reported on bank account activity since the last meeting. b. All recent expenditure has been satisfactorily reconciled for all. c. Peter co-ordinating collection and storage of event assets. 	PT
10.	<p>Byelaw draft</p> <ul style="list-style-type: none"> a. Robert has emailed the draft, this will be considered by members and raised at the November Committee meeting. 	
11.	<p>Social and Fundraising.</p> <ul style="list-style-type: none"> a. It was noted there were no commitments or arrangements. b. Robert suggested that a "shopping list" for neighbourhood activities might be compiled in due course and grants sought. c. Jon outlined a proposal for an Advent-style window dressing activity/walking activity across the neighbourhood. This was warmly welcomed, and discussion on other possible festive tie-ins took place. d. A Christmas Party might be organized and this was agreed to be subject to new (and previous if they desire) volunteers coming forward to make this happen as previous volunteers had done, and approval of the new incoming Committee for 2017/18. 	
12.	<p>Next meeting</p>	
	<p>There being no other business, the meeting closed at 8.30pm</p> <p>The next meeting:</p> <p>Annual General Meeting, Tuesday 10 October, 7pm, Anzio House.</p>	