



**Annual General Meeting  
Zoom Conference  
Wednesday 25<sup>th</sup> November 2020 – 7PM**

The Annual General Meeting 2020, normally held in September, was slightly delayed this year due to COVID-19 and the finalisation of accounts. The event took place by Zoom to ensure NWS adhered to current COVID-19 Government restrictions. Although the event was completely different compared to “normal” years, we saw a great number of attendees dial in, as well as a few new faces.

The meeting focussed on specific aspects of governance, the business elements and ended with a question and answer session. The inputs and feedback from Coordinators and Board members during the meeting highlighted the key areas NWS should focus on for the year ahead as well as encompassing these in the upcoming Roadshows.

**Total Attendance at the Seminar:** Stewart Prodger (Chair), Kirsten Halliday (Vice Chair), Brian Connel (Treasurer), Lorraine Gillies (Secretary), Roddy Ross, John Gray, Alan Dron, Jack Birrell, Willie Clark, Mark Armstrong, Varrie McDevitt, Percy Feketey, Ian Fowler, Iain Freer, Derek Hart, Robert Scott, Mark Hobba, Peter Hoskins, James Millar, William Kelly, Edwin Holbrook, Bill Lothian, Steven Johnston, Kathryn Shanks, Ron McKail, Guy and Josee Grenade, Geoff; on behalf of Pushkar Shah

**Minutes of Neighbourhood Watch Scotland Annual General Meeting 2020**

Agenda item	Description
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1	<p><b>Welcome and Chair's Remarks</b></p> <p>Stewart Prodger, Chair of Neighbourhood Watch Scotland (NWS) Board, opened the AGM and welcomed all attendees. Stewart explained the order of business the meeting would cover and also highlighted the question and answer session that would take place towards the end of the meeting.</p> <p>Before the operational business began Stewart wanted to take a moment to reflect on the truly unprecedented situation we were in as a global, national and local community. All Neighbourhood Watch members and staff should take credit for all they had contributed to throughout the pandemic.</p> <p>A huge thank you was expressed to William Campbell and James Watson who stood down at the last AGM. Further thanks were given to Brian Connel who moved from being an invaluable staff member and leader of NWS development, to becoming a different leader, as trustee and treasurer.</p> <p>We welcomed Alan Dron, from Police Scotland to the Board, and continued to benefit from the tremendous support of our trustees Bill Gray, Roddy Ross from Perth and Kinross Council, Kirsten Halliday from Trading Standards Scotland, John Gray from Scottish Fire and Rescue and our Chief Officer colleague Lorraine Gillies and her team from the Scottish Community Safety Network.</p>
	<p>Jack Birrell's nomination to the Board would be covered later. NWS were hoping to improve Board representation in the coming year, seeking more Neighbourhood Watch members, reflective of our communities across Scotland, and with the skills required to thrive. If those present were interested in becoming involved in the NWS Board they were requested to get in touch.</p> <p>The partnership with the Scottish Community Safety Network (SCSN) is key to the further development of the Neighbourhood Network and ALERT service at a localised level. There appears to be real opportunity to build on current work and reach across all local authorities in Scotland through community safety and planning partnerships. We look forward to this progressing. The first joint Boards workshop took place recently, and it was anticipated more of this development activity would result in positive changes to how we operate. All members would be kept informed, consulted or included in this process.</p> <p>Formal apologies were submitted on behalf of Bill Gray.</p>

2	<p><b>Minutes of last AGM &amp; Matters Arising</b></p> <p>Stewart referred to last year's minutes. The only matter raised by members was Brian formally reporting the changes to the constitution to OSCR. This had been completed.</p> <p>Stewart requested the minutes to be adopted as a true record of the 2019 meeting.</p> <p><b>Proposer: Percy Feketey</b> <b>Seconder: Iain Freer</b></p>
3	<p><b>Financial Report &amp; Presentation of Accounts</b></p> <p>Brian provided an overview of the financial situation of NWS for the period 2019-20. Brian had prepared two slides showing the balance sheet and income &amp; expenditure. NWS remains viable in terms of finances and Brian thanked the Scottish Government for the grant and continued support NWS receive each year as this is vital to their continued work. Other partners generously contribute to NWS, such as SEPA, Police Scotland and Perth &amp; Kinross Council, and again this is greatly appreciated.</p> <p>There had been an 8% saving on salaries due to Brian leaving, and through the partnership, Lorraine Gillies taking over the governance role for NWS.</p> <p>Additional costs were for professional legal advice. This ensured both organisations (NWS &amp; SCSN), and members, were protected through the forming of the partnership. This process supported both organisations in terms of identity and service delivery.</p> <p>NWS operate a general fund and currently had no restricted funds. The board of trustees had designated £11K towards the Neighbourhood Alert</p>

	<p>License, however in the longer term, NWS and the Board of trustees should seek to find funders for the Neighbourhood Alert system.</p> <p>There were no questions raised relative to the accounts.</p> <p>Brian thanked Anne Knox for the tremendous support and assistance over the years and also Anne Wright, Quickbooks Lead Trainer who had assisted and supported NWS over the years, as well as previous Trustees.</p> <p>Adoption of Financial Accounts for 2019/2020 agreed by:  <b>Proposed : Brian Connel      Seconded : Roddy Ross</b></p> <p>Stewart asked that the Independent Examiner Brett Nicholls be appointed to carry out the accounts audit for financial year 2020/21. This was approved.</p> <p><b>Proposed : Roddy Ross      Seconded : Kirsten Halliday</b></p> <p>Stewart informed those present that Brian Connel, Treasurer, would be stepping down on 31.12.2020. Going forward operational financial management would be carried out by SCSN and scrutinised by Shirley McClaren (SCSN's current Treasurer). Roddy Ross would be taking over as NWS Treasurer for oversight.</p> <p>Stewart thanked Brian for all his hard work and dedication over the years and also for leaving NWS in a very healthy place for going forward.</p>
4	<p><b>Election of Neighbourhood Watch Scotland Board</b></p> <p>Jack Birrell was appointed as a member trustee on the Board by all members. Eight forms had been returned, 19 returned passing their vote to Chair and 30 members in attendance.</p> <p><b>Proposer : Brian Connel      Seconded : Ian Fowler</b></p> <p>Stewart advised if any Watch member was interested in joining the Board then they should contact Neighbourhood Watch Scotland directly.</p>

<p><b>5</b></p>	<p><b>Q &amp; A session</b></p> <p>Three questions were received each similar on the same theme – how to seek community Policing input to neighbourhood watches.</p> <p>Willie confirmed in the early years of Neighbourhood Watch, Police played a huge part in the development of the organisation and were heavily involved in communities. Over recent years this had changed, and whilst NWS staff attend local community group meetings it appears that there are roughly 50% of Watches with a Police presence leaving 50% without. NWS continue to have a good relationship with Police Scotland and there is willingness to get back into communities.</p>
	<p>Roddy commented those in areas that do not have a level of engagement should try to establish a relationship with their local Community Safety Lead – details available from Roddy or Lorraine.</p> <p>Alan echoed Willies comment that Policing had changed quite dramatically over the last 4 years. Within Rural Watch there are 10 local SPARC partnerships allowing engagement locally. Within the 13 Police divisions, Alan has direct links with all of them. If anyone was struggling with Police support, please get in touch and he would do his best to assist.</p> <p>An open discussion took place around the perceptions and misconceptions around Neighbourhood Watch Scotland at a local and national level. It was recognised that there was a need to communicate the value of the organisation much more effectively, particularly at a local level, to ensure those in communities are better informed on what Neighbourhood Watch Scotland has to offer to support community safety.</p> <p>Using the Board, the communications review, social media, Neighbourhood Alert and the upcoming Roadshows, Neighbourhood Watch Scotland provide a range of opportunities to improve the NWS profile within communities.</p> <p>Alan Dron identified the value in better linking up existing local partnerships thus looking to have local Neighbourhood Watch connect more closely with their local Rural Watch groups and developing a closer relationship between them. This would improve information sharing and messaging, keeping it pertinent and relevant.</p> <p>Stewart thanked everyone for their time. The meeting was closed.</p>

**Minutes Approved by** ..... **Date** .....

**OFFICIAL**



**Minutes Seconded by .....** **Date .....**

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