

Falkirk & District Community Safety Panel

Minutes of Meeting

Tuesday 7 August 2018

Falkirk Fire Station, Falkirk

7.15pm – 9pm

1. Present

Moira Heeps	Vice-Chair/Falkirk & District Community Safety Panel
George Forster	Treasurer/Watson Street Area NHW
Madelene Hunt	Bo'ness Community Safety Group
Stuart Caplan	Mungahhead Road NHW
Stuart McAllister	Bo'ness Community Safety Group
Diane Stewart	Falkirk & District Community Safety Panel
Emma Wilson	Falkirk & District Community Safety Panel
Pat Mason	Falkirk & District Community Safety Panel
Tom McDougall	Minute Secretary

2. Apologies

Tracy Cameron	Chair/Safer Langleys and Bainsford
Chris McNaught	Bo'ness NHW
Scott Williamson	Falkirk Council Community Liaison Officer (Fire)
PC Dru Baker	Falkirk Council Community Liaison Officer (Police)
Donald Johnston	Scottish Fire and Rescue Service, Falkirk
Alex Bean	Grangemouth NHW

3. Welcome

In the absence of the Chair, the Vice Chair opened the meeting and thanked members for attending. She reminded members that since this was the first meeting after the AGM, it should have been used to elect the office bearers for 2018/19 but, in the absence of the Chair, asked that this action should be postponed until the next meeting and this was approved. She also advised members that Chris McNaught had undergone a successful operation on her knee and along with the members present, wished her a swift recovery. The Vice Chair also thanked the Scottish Fire and Rescue Service for once again allowing the meeting to take place on their premises.

4. Minutes of Previous Meeting

The minutes of 15 May 2018 were approved by Madelene Hunt and seconded by Emma Wilson.

Matters Arising

5.1 Bo'ness Community Safety Group (BCSG)

Madelene advised members that the group's accounts had been audited and authorised since our last meeting and a meeting of the group was due to take place 16 May 2018.

Action: Madelene to update members at next meeting.

5.2 Schools Quiz

No report.

Action: This item is to be kept on hold meantime.

5.2 Panel Funding

Moira reported that despite all her efforts, there was nothing to more to report regarding funding.

Action: Moira to advise members of any further developments.

6. Panel Initiatives

6.1 Partnership Vehicle/Helix Emergency Services Event:

Members attending expressed their disappointment at the lack of information supplied to them regarding the Helix event and that, despite being assured that the partnership vehicle would be taken to the venue for their use, this didn't happen initially. Members indicated that they had approached the local police contingent regarding the promise that the vehicle would be in situ for use by them and it was evident that they were unaware of this arrangement having been made. However, it was agreed that the vehicle would be driven from Falkirk Fire Station to its allocated spot and it arrived about an hour or so later. In the absence of Dru and with no communication from him regarding the mix up, the Vice Chair indicated that she would communicate with him regarding what went wrong.

Action: Moira to liaise with Dru and update at next meeting.

6.2 Future events:

Tom indicated that he had spoken with management at the SDM and they had indicated a keenness to be involved in a personal safety/car maintenance evening. Tom indicated that this type of event could be arranged for either before or after the Christmas period but indicated that it would benefit from being supported by the local police. Moira indicated that she would liaise with the local community police inspector regarding involvement in this initiative.

Action: Tom to liaise with Dru regarding police involvement; Moira to make contact with local community police inspector.

6.3

Learnpro App:

In the absence of Donald and Dru, no information regarding course dates or transportation were available and members agreed to put this item on hold until the next meeting. Regarding the Learnpro app, see next item.

Action: Meeting dates and transportation information on hold until next meeting.

6.4 Website Update:

Stuart Caplan made members aware that the website is running smoothly and we continue to receive hits on the website and our Facebook page. Stuart advised members that he had investigated the Learnpro app mentioned above and he felt that, in the absence of proper training, this was a management tool and, as it stands, would not be suitable for the Panel's website. Members agreed that this item should also be kept on hold until the next meeting.

Stuart also advised members that he was aware of a very good You Tube video which provided relevant and sensible advice on the use of contactless cards and suggested that he be given permission to add it to the website and this was agreed.

Action: on hold until the next meeting.

6.5 Panel Holiday Safety Leaflets:

Members expressed their disappointment that, despite the Panel's holiday leaflet being provided to Police Scotland for comment some time ago, there had been no communication regarding whether its content is suitable or not and in the absence of Dru no update was available for the meeting.

Action: Drew to ascertain if Police Scotland has produced a leaflet on holiday safety and have the Panel's holiday leaflet checked for accuracy.

7. Treasurer's Report

The Treasurer tabled a report and indicated that the account held the following funds:

Falkirk and District Community Safety Panel is a charity registered in Scotland No SCO26075

General Bank Account:

£313.18p

George also indicated that he had paid out £8.71p for AGM expenses and had received £16 in donations for Panel security products. These costs are included in the up to date bank account statement above. George also advised that he had attended an OSCR meeting where it was obvious that a plan for raising funds was required and asked if we should be seeking support from organisations that we offer assistance too. This suggestion was dismissed based on the fact that the Panel deals with organisations that are in a similar position to our own.

8. AOB

8.1 Camelon Community Safety Group:

No report.

Action: On hold.

8.3 AGM:

The Vice Chair complimented the two guest speakers for the evening whose presentations were well received but said she was disappointed in the turnout. After a short discussion, it was agreed that the Panel's profile requires to be improved. In this vein, Stuart suggested that he should make contact with Willie Clark at Neighbourhood Watch Scotland and agreed to make contact with him. Madelene also felt that the lack of disabled access was an issue. This will be taken up prior to our AGM in 2019.

Action: Stuart to make contact with NHWS; disabled access to 2109 AGM to be addressed.

8.4 Tom McDougall Trophy

George enquired if, after being presented with this trophy, he would receive a miniature version of it and was reassured that this would happen.

9. Date of Future Meetings

The Chair thanked members for attending and set dates for forthcoming meetings. These dates have since been changed, and the following is a revised list: all meetings will be on a **Wednesday** and are due to take place at **7.15pm** at Falkirk Fire Station:

***Wednesday 26 September 2018**

Wednesday 31 October 2018

Wednesday 5 December 2018

***Members are reminded that that office bearers will be nominated and installed for the next year.**

Falkirk & District Community Safety Panel

Meeting Tuesday 26 September 2018

Falkirk Fire Station

AGENDA

1 Present

2 Apologies

3 Welcome

4 Minutes of Meeting on 7 August 2018

5 Installation of Office Bearers:

Chair

Vice-Chair

Treasurer

Minute Secretary

6 Matters Arising

6.1 Willie Clark, NHWS

6.2 Bo'ness Community Safety Group (BCSG)

6.3 Schools Quiz

6.4 Panel Funding

6.5 Panel Initiatives

6. Treasurer's Report

7. AOB

8. Date of Next Meeting