

Falkirk & District Community Safety Panel

Minutes of Meeting

Wednesday 17 April 2019

Falkirk Fire Station, Falkirk

7.15pm – 9pm

1. Present

Moira Heeps	Chair/Falkirk & District Community Safety Panel
Stuart Caplan	Vice Chair/Mungallhead Road NHW
George Forster	Treasurer/Watson Street Area NHW
Madelene Hunt	Bo'ness Community Safety Group
Chris McNaught	Bo'ness NHW
Stuart McAllister	Bo'ness Community Safety Group
Diane Stewart	Falkirk & District Community Safety Panel
Pat Mason	Falkirk & District Community Safety Panel
PC Rachael Peebles	Police Scotland
Tom McDougall	Minute Secretary

2. Apologies

Emma Wilson	Falkirk & District Community Safety Panel
Scott Williamson	Falkirk Council Community Liaison Officer (Fire)
Donald Johnston	Scottish Fire and Rescue Service, Falkirk
PC Andrej Jovanov	Falkirk Council Community Liaison Officer (Police)
Alex Bean	Grangemouth NHW

3. Welcome

The Chair opened the meeting and thanked members for attending. The Chair thereafter introduced PC Rachael Peebles, who was attending on behalf of PC Andrej Jovanov, and welcomed her to the meeting. For the benefit of Rachel, members were then asked to introduce themselves to her. The 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

Prior to the minutes of 6 March 2019 being approved, the Chair queried the information contained in the Treasurer's report at that meeting, and specifically the funding available to the Panel that was recorded as £637.09p. After discussion, it was established that in fact the available funding should have read £170.02p and it was agreed that the previous minutes should be amended accordingly. Thereafter, the minutes of this meeting were approved by Madelene Hunt and seconded by Stuart McAllister.

5. Matters Arising

5.1 Bo'ness Community Safety Group (BCSG)

Madelene indicated that nothing of significance had occurred since the last meeting.

Action: Madelene to update members at next meeting.

5.2 Schools Quiz

No report.

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

5.3 Panel Funding

Moira advised members that she was still hopeful that the Panel may receive some funding from the Lottery; she advised that the relevant forms were now almost complete and would be submitted as soon as possible. Moira also made members aware that she had been advised to send an email to Foundation Scotland later in the year just to remind them of our existence, and this will be done. A query was raised regarding the opportunity for an impact statement on the work of Panel being received from Police Scotland to help with this and PC Peebles agreed to make an attempt to progress this.

Action: Moira to advise members of any further developments.

5.4 Panel Holiday Safety Leaflets:

As mentioned in the previous minutes, the Vice Chair has now produced an amended version of the holiday safety leaflet. It had previously been suggested that this document may be printed at the print section of Tulliallan Police College and the Chair asked PC Peebles if she could help with contacting the college to establish how best to take this suggestion forward and what medium would be required if it went ahead. PC Peebles agreed to do this and provide the relevant information to the Chair when done.

Action: Moira to report on progress at next meeting.

6.6 Emergency Services Day 2019:

The Chair advised members that she felt the Emergency Services Day on 3 April had not met the expectations of members and this was exasperated through the unavailability of the Partnership vehicle because of a mechanical fault. Nevertheless, she acknowledged the support given by the Falkirk Trust who provided members with a gazebo that afforded shelter from the prevailing bad weather. Although this event provided a learning experience, George reported that donations of £6.58p had been received on the day (this was later very slightly amended and George will update members at next meeting).

Action: George to update members at next meeting.

6.7 Falkirk Town Centre Event:

Moira advised members that Falkirk Delivers (the Falkirk BID) are holding a similar type of event in the town centre on Wednesday, 14 August with a follow-up charity event the following Saturday and we had been invited to attend. This will be discussed at a later date.

Action: On hold meantime.

7. Treasurer's Report

The Treasurer tabled a report indicating that the Panel bank account now held £1603.02p in funds; he also advised members that he would soon be meeting with Willie Scott to have the accounts inspected prior to the AGM.

8. AOB

8.1 Camelon Community Safety Group:

The Chair advised that she was still attempting to make contact with this group.

Action: On hold.

8.2 Tom McDougall Trophy:

After some discussion it was proposed by Madelene Hunt and seconded by Chris McNaught that the recipient of the award this year should be PC Steven Lorimer. Steven was adjudged to be a very worthwhile candidate and the proposal was approved by all present. The Chair agreed to make contact with PC Lorimer and advise him of his nominations and invite him to accept the award at the AGM

Action: Moira to make contact with PC Lorimer.

8.3 Outside Events:

In view of the recent inclement weather at the Helix, George suggested that we laminate copies of our leaflets and adhere them to a table to enable the document to be viewed in all weathers.

After discussion, Chris offered to laminate a number of documents for future use at events and the Chair thanked her for her support.

Action: Chris and George to liaise re lamination of appropriate documents.

8.4 Cloth Bags:

The Chair advised members that she had recently visited Flavell print who had shown her a printed cloth bag which could be used to replace the plastic bags presently in use. The cost of the bags is estimated at £2.57p for a run of 100, which would include the Panel logo

8.5 AGM

Members were reminded that the AGM is due to take place on Wednesday 29 May in Falkirk Chambers and, following Alex Fleming's attendance at our last meeting, Alex had confirmed that Sarah Winters, Assistant BID Manager will be our guest speaker. A number of actions were proposed and the Vice Chair agreed to make contact with the Falkirk Herald and Central FM in an effort to advertise the event. As well as compiling the Treasurer's report, George has agreed to greet guests on the night. The Chair will compile her report and all members were invited to send their group reports to Tom before 15 May for inclusion in the main body of the AGM report. The draft report will be made available to members prior to a short meeting which is due to be held at the Bo'ness Community Safety Group porta-cabin, Boundary Street, Bo'ness on Wednesday 22 May, at 7.15pm.

9. Date of Future Meetings

The Chair thanked members for attending reminded members that the next meeting to discuss the AGM report is be held at the **Bo'ness Community Safety Group porta-cabin, Boundary Street, Bo'ness on**

Wednesday 22 May, at 7.15pm.

Thereafter, the AGM will be held within Falkirk Council Chambers at 7pm for a 7.30pm start on

Wednesday 29 May 2019