

18th Edmonton Scout Group

Group Executive Meeting

Tuesday 11th September 2018 at 7:30pm

Present:	Speranta Knowles (SK)	Group Scout Leader
	Pranav Dave (PD)	Chair Designate
	Rob Bruce (RB)	Treasurer
	Gervase Bush (GB)	Transport Manager
	Grant Murray (GM)	Cub & Scout Leader
	Janine Chapman (JC)	Subscriptions Manager
	Charlie Rowell (CR)	District Commissioner

PD took the Chair and the minutes.

1. **Approval of the minutes of the last meeting** – The minutes of the Group Executive Meeting held on 5th June 2018 were approved as a correct record.
2. **Apologies for absence** – Apologies received from Donna Willard and Tim Swindell
3. **Matters arising**
 - a) **GDPR** – DPO email is being set up for SK – dpo@18thedmonton.net
 - b) **Data Controller** – All general details are to be added in OSM by leaders and all paper documents to be shredded by leaders. All duplicate health forms are to be removed and shredded by leaders.
4. **Leader and Exec update** – No scout leaders and Secretary at present
5. **Health & Safety** – There have been no health and safety incidents since the last meeting.
6. **Transport** – GB to get a quotation for Reverse Sensors and for any other works requires for the Van.
7. **Policies and Risk assessment** – All policy and risk assessment will be reviewed by SK in Dec 2018 for any further update
8. **Events**
 - a) Past
 - Cubs Summer camp in August 2018
 - Scout Summer camp in July 2018
 - b) Future
 - Cubs water camp in September 2018
 - Scouts camp in Nov 2018

- Cubs camp in Nov 2018
- Beavers camp in December 2018

9. **Social Media and Website** – GM to look in to upgrading 18th Edmonton website

10. **Any other Business**

- a) DW and SL to discuss on additional Beavers award. Further discussion to be held in next Exec meeting

11. **Part Two** – It was agreed that none of these meeting discussions should be treated as part 2 (confidential).

12. **Date of next meeting** – the next meeting has been scheduled for Tuesday 20th November 2018 at 7:30pm in the Garden Room at the Church.

Executive Committee Information Sheet

11th September 2018

Actions Taken on Committee's Behalf Since the Last Meeting:

By GSL	
By Chair	
By Others	

Health and Safety:

Reportable Incidents/Near Misses			
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Fire Drills Last Done	15/09/17	08/09/2017	10/11/2017

From the Leaders:

	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Numbers in Section			
Number on Link to Next Section			
Other Information from GSL			

From Treasurer:

	<i>Insurance Fund</i>	<i>Investments</i>	<i>NW & CAF Current a/cs</i>	<i>Petty Cash</i>
Balance on Accounts now	£5,403.68	£131.28	£6,747.57	£136.38
<i>Balance Last Meeting</i>	<i>£5,403.00</i>	<i>£131.28</i>	<i>£5,459.92</i>	<i>£106.38</i>
Movement Since Last Meeting	£0.68	£0.00	£1,287.65	£30.00
Insurance Fund Payment Due	30/11/2018	Jack Petchey Balance		£250.00
	Charity Balance	£0.00	Camp Float	£568.93
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>	<i>GSL</i>
Section & GSL available to spend	£630.00	£380.00	£264.52	£120.00
Census Numbers & Capitation	No's Submitted	Jan 2018	Capitation Paid	12/05/18
Amount/Breakdown	£2,408.00	49 Children @	£43.00	7 Y. Leaders @ £43.00
Gift Aid Status	£1,586.98 received on 16/05/18 from HMRC for 2017/18			
Other Information from Treasurer (since the start of the financial year)	Subs total £2,737.50 (LY £2,742.50). Expenses paid since last meeting:- scarves £76.95 and One.com annual website fee £37.15.			

Resources Reports:

Transport					
Due Dates	<i>MOT</i>	<i>Service</i>	<i>Breakdown</i>	<i>Insurance</i>	<i>Road Tax</i>
Minibus	14/02/19	06/18	22/03/19	22/03/19	28/02/19
Minibus Permits	26/03/20	& TBC	Hut Usage Renewal Date		closed
Other Information from TM					
Equipment & Other					