

18TH Edmonton Scout Group Executive Meeting Monday 6th November 2006 at 8.00p.m.

Present: Paul Symons (PS) Chairman/Quartermaster
 Lilian Cooper (LC) GSL
 Richard Clark (RC) Secretary
 Jan Ballett (JB)
 Barbara Barnicoat (BB)
 Sue Bateman (SB)
 Lucy Bragg (LB)
 Dave Edwards (DE)
 Brenda Kennedy (BK)
 Ian Kirby (IK)
 Heather McIsaac-Hall (HMH)
 Mike Morrissey (MM)

1.	Apologies for Absence Apologies were received from Rob Bruce (RB), Pat Powell (PP), Ben Saul (BS), Sally Symons (SS) and Karen Walker (KW). Absent: Claire Gopoulos (CG)	
2.	Minutes of the Last Meeting Two amendments are required to the minutes of the meeting held on 11 th September 2006: <ul style="list-style-type: none"> • MM should be recorded in the list of those present, not JB • Under Item 7.2, BB should be recorded as assisting SB in the kitchen, not CG. PS will make these amendments.	PS
3.	Matters Arising	
3.1	IK has obtained information re purchasing of T-Shirts, and has passed this on to BS.	BS
	LC will arrange bag packing at Waitrose and inform everybody of the details as soon as possible. (It was noted that schools finish on Wednesday 20 th December.)	LC
3.2	There were no actions taken since the last meeting requiring approval.	
3.3	The 'Membership Subscriptions Policy' was reviewed and one change was agreed: <ul style="list-style-type: none"> • The wording "the tax man" will be changed to read "HM Revenue & Customs". This Policy will be reviewed in 12 months' time.	PS
3.4	The 'Transport Policy' was reviewed and two changes were agreed, both to the "Charges (external) section": <ul style="list-style-type: none"> • Wording will be added to make it explicitly clear that fuel costs are payable • Charges will rise to £35 per day (previously £25) plus £15 (previously £10) per each additional 100 miles. This Policy will be reviewed in 12 months' time.	PS
	(LB arrived.)	

4.	Health & Safety	
4.1	There have been no serious incidents since the last meeting.	
4.2	With regard to the 'Regulatory Reform (Fire Safety) Order 2005', coming into force from October 2006, LC reported that she did not believe the Church have yet physically carried out a risk assessment for fire safety for the hall. However, they are aware of the need to do so, and LC will chase them re this. It was decided that the Group would carry out their own assessment should nothing have been done by the next Group Exec meeting.	LC
5.	Resources	
5.1	The Transport Manager did not request any expenditure.	
5.2	The Quartermaster did not request any expenditure.	
5.3	Re the Fund Raising Hut, IK reported that he had received the plan drawn up by PS. To date, IK has found only one company who have shown interest in providing a new hut, who have quoted £2,200 to replace the hut, plus extra to dismantle and remove the old shed should this be required. LC has obtained information for RB about the scout constitution. It was agreed to wait until January 2007 before progressing this item any further.	
6.	Events Review	
6.1	Family Camp had been enjoyed by those present, and a similar format should be adopted for next year.	
6.2	Firework Night was attended by 118 people, and was also an enjoyable occasion. Concern was raised about the sparklers and the potential for accidents that these created, and it was agreed that this concern needed to be taken into account when planning for next year's event. Formal thanks were recorded to everybody who helped out in the kitchen.	
7.	Events Planning	
7.1	60 th Anniversary Social (18 th November, 2006). Numbers at the time of the meeting were 82, and it was agreed that we would go up to a maximum number of 90 attendees. The caterers will be given 90 as the number to plan for. MM and HMH were formally thanked for all of their efforts in planning this event.	
7.2	Church Christmas Bazaar. LC reported that this will take place only on Friday 24 th November between 1500 and 2100 – there will be no bazaar on Saturday 25 th November. Volunteers are required from 1900 on Thursday 23 rd November to help build Santa's grotto and put up stalls, and from 1000 on Saturday 25 th November to help clear up.	
7.3	LC reported that the Carol Service would be taking place on Sunday 17 th December.	

8.	<p>Adult Support</p> <p>PS reported that 2 more parental support forms have been returned, and there may be more to follow. The Group has started to use new volunteers as a result of the forms returned to date.</p> <p>LC and PS are liaising with an ex-member of the Group who sent an email offering to help out.</p>	
9.	<p>Any Other Business</p> <p>LC reported that she would be attending a meeting at Group HQ on Wednesday 8th November, at which the future of the District would be discussed.</p> <p>SB stated that a letter about the Pantomime (on Friday 8th December) would be going out on Friday.</p>	
10.	<p>Date Of Next Meeting</p> <p>PS will send out proposed dates for 2007, following a similar pattern to 2006.</p>	PS