

## 18<sup>TH</sup> Edmonton Scout Group Executive Meeting Monday 7<sup>th</sup> March 2011 at 8.00p.m.

|          |                      |               |
|----------|----------------------|---------------|
| Present: | Dave Edwards (DE)    | Chair         |
|          | Paul Symons (PS)     | GSL           |
|          | Nicola Headland (NH) | Treasurer     |
|          | Richard Clark (RC)   | Secretary     |
|          | Ian Kirby (IK)       | Quartermaster |
|          | Jo Allen (JA)        |               |
|          | Sue Bateman (SB)     |               |
|          | Anna Gill (AG)       |               |
|          | Cheryl Keen (CK)     |               |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 1.        | <p><b>Apologies for Absence</b><br/>Apologies were received from Mary Bird (MB), Mandy Flunder (MF), Heather McIsaac-Hall (HMH), Sally Symons (SS) and Jane Topping (JT).<br/>Absent: David Jackson (DJ), Chris Pocock (CP).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |
| 2.        | <p><b>Minutes of the Last Meeting</b><br/>The minutes of the meeting held on 17<sup>th</sup> January 2011 were agreed and signed by the Chairman as being a correct record.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |
| 3.<br>3.1 | <p><b>Matters Arising</b></p> <p>DE has received a copy of the recently-completed Church Fire Risk Assessment from Irene Manning, via PS. DE will prepare a single page Assessment for the Scout Group, which will reference the Church Assessment wherever possible and also contain any Scout Group-specific information. (It was noted that cooking in the hall is now prohibited.)</p> <p>NH has closed the Nat West Reserve Account and is in the process of closing the Nationwide Account. She will progress the move to use of CAF Bank once the Group is down to just one active Account.</p> <p>Re the exercise to compare the current annual costs of the 2 vehicles against estimated annual hire costs, IK reported that he had additionally obtained costs for a ‘Taxi Van’ from a firm that provides a variety of van sizes/staff numbers. The charge for a medium van and 2 staff going to Belchamps Scout Camp would be £193 each way. Referring to the previous costs he had quoted at the last meeting, IK reiterated that he may be able to obtain some discounts based on the vehicles only being driven for a fraction of the full 5-day period. As at the previous meeting, it was agreed that IK should proceed with his investigation and that the Group should maintain its ‘wait and see’ approach for now.</p> <p>NH agreed to provide an estimate of how much the Group spends annually on the van and minibus. [Post-meeting, NH reported that the expenditure to date since April 2010 on the van and minibus, not including diesel, was £2,962.80. This includes deducting the £100 refund from the minibus insurance. Whilst this is not quite a full year, it provides a very close approximation, as all of the major expenses are covered in this period.]</p> | <p>DE</p> <p>NH</p> <p>IK</p> <p>NH</p> |

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| 3.2                     | <p>PS stated that he had been looking at ‘Awards for All’, a lottery grants scheme offering between £300 and £10,000, which did not appear to require matched funding. PS will investigate further.</p> <p>It was noted that secondary schools may have minibuses sitting idle during the Summer holidays.</p> <p>No actions have been taken on the committee’s behalf since the last meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | PS            |
| 4.                      | <p><b>Health &amp; Safety</b><br/>There have been no serious incidents since the last meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |               |
| 5.<br>5.1<br>5.2<br>5.3 | <p><b>Resources</b></p> <p>Re transport, the minibus has a broken lens on the rear lights and the van driver’s door lock is not working. Service and MOT is due for the van in April.</p> <p>PS has purchased an Outwell Tarp as agreed at the last meeting. It was agreed that PS could throw away the Group’s CD player (no replacement needed).</p> <p>Re the Beaver Colony, PS reported that Pat Powell is now assisting JT, who is finding it hard to attend on a regular basis due to work commitments. The Colony therefore needs additional support, ideally via new leaders, however all help of any kind is appreciated.</p> <p>Re Cubs, there are no issues at present.</p> <p>Re Scouts, the Scout Leader has indicated that she would like to take a step back and so we need to recruit a new Scout Leader.</p> <p>PS reminded the meeting that it is the responsibility of everyone to help look for leaders.</p> |               |
| 6.<br>6.1               | <p><b>Events Review</b><br/><i>Quiz Night (Saturday 12<sup>th</sup> February)</i><br/>There was universal agreement that this had been a very enjoyable evening – numbers were up from last year, and a profit of just over £400 had been made. The attendance of children was discussed and it was felt that, whilst those children who had attended this year had been very well behaved, such good behaviour could not necessarily be guaranteed in future years. It was therefore agreed that a decision would need to be made re children when planning for this event next year, and clearly publicised in advance.</p>                                                                                                                                                                                                                                                                                                    |               |
| 7.<br>7.1               | <p><b>Events Planning</b><br/><i>AGM (Friday 20<sup>th</sup> May, 1900 start)</i><br/>The AGM will follow the usual format. Leaders will go to the children to present Moving On Badges this year, rather than vice versa, to save time.</p> <p>IK volunteered to organise refreshments.</p> <p>PS stated that he would be asking existing members of the Exec Committee if they wished to stand again, and asked that people let him know of any possible suggestions for new</p>                                                                                                                                                                                                                                                                                                                                                                                                                                               | IK<br><br>ALL |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                     |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
|     | <p>members.</p> <p>PS reminded the meeting that Section Leaders can now state verbally or in writing at the time of the AGM whether or not they wish to be a member of the Exec Committee.</p>                                                                                                                                                                                                                                                                                                                                               |                     |
| 7.2 | <p><i>Working Party (Saturday 26<sup>th</sup> March, 1000 start)</i></p> <p>It was agreed to proceed with the working party on the next available date of Saturday 26<sup>th</sup> March. Consequently, it will not be possible to proceed with the football match with 20<sup>th</sup> Southgate that had been suggested for this date, and PS will inform SS of this.</p> <p>DE will look into the possibility of using Ecclesiastical Insurance to insure the huts (plus the minibus and van also if this looks promising).</p>           | <p>PS</p> <p>DE</p> |
| 7.3 | <p><i>Family Quiz Night on a Friday Evening</i></p> <p>PS will consider holding this event, which has proved very popular in the past.</p>                                                                                                                                                                                                                                                                                                                                                                                                   | PS                  |
| 8.  | <p><b>Any Other Business</b></p> <p>NH reported that she had been quoted an extra £66.63 for extending the insurance cover for the minibus up to October to include other community groups. Despite her chasing, she had yet to obtain the corresponding figure for the van.</p> <p>SB said that it had been suggested to Leaders that the outstanding Jack Petchey award be used for a team building activity, however nothing had come out of this suggestion to date. SB will provide PS with the details and he will follow this up.</p> | SB / PS             |
| 9.  | <p><b>Date of Next Meeting</b></p> <p>Monday 6<sup>th</sup> June 2011 at 8.00pm in the Garden Room.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                      |                     |

# Executive Committee Information Sheet

## 7<sup>th</sup> March 2011

### Actions taken on committee's behalf since last meeting:

|           |   |
|-----------|---|
| By GSL    | . |
| By Chair  |   |
| By Others |   |

### Health and Safety:

|                      |      |
|----------------------|------|
| Reportable Incidents | None |
|----------------------|------|

### From the Leaders:

|                                | Beavers                                                                                     | Cubs | Scouts |
|--------------------------------|---------------------------------------------------------------------------------------------|------|--------|
| Numbers in section             | 15                                                                                          | 19   | 20     |
| Number on link to next section | 2                                                                                           | 2    | 0      |
| Other information from GSL     | 3 x new recruits currently trying Scouts.<br>Scout summer camp booked for Belchamps, Essex. |      |        |

### From Treasurer:

|                                  | Investments                                                                                                                                                                                                                   | Current   | Petty Cash |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------|
| Balance on accounts              | £4,199.32                                                                                                                                                                                                                     | £1,558.08 | £19.64     |
| Income since last meeting        | £1,495.76                                                                                                                                                                                                                     | £70.60    | £0         |
|                                  | Beavers                                                                                                                                                                                                                       | Cubs      | Scouts     |
| Section Balances                 | £252.32                                                                                                                                                                                                                       | £167.29   | £401.79    |
| Other information from Treasurer | Nat west reserve account is now closed. In process of closing Nationwide account. Still have Natwest bonus saver account. £206.25 Jack Petchey award still outstanding. £1,950 district subs paid. Hut insurance outstanding. |           |            |

### Resources Reports:

|           |                                                                                         |
|-----------|-----------------------------------------------------------------------------------------|
| Transport | Minibus has a broken lens on the rear lights.<br>Van driver's door lock is not working. |
| Equipment | 1 new Outwell Tarp purchased as agreed at the last meeting.                             |