

18TH Edmonton Scout Group Executive Meeting Monday 5th March 2012 at 8.00p.m.

Present:	Dave Edwards (DE)	Chair
	Paul Symons (PS)	GSL
	Richard Clark (RC)	Secretary
	Jo Allen (JA)	
	Heather Connor (HC)	
	David Jackson (DJ)	
	Ian Kirby (IK)	
	Heather McIsaac-Hall (HMH)	

1.	<p>Apologies for Absence Apologies were received from Sue Bateman (SB) and Dave Fox (DF). Absent: Karen Cook (KC) and Anna Gill (AG).</p>	
2.	<p>Minutes of the Last Meeting The minutes of the meeting held on 16th January 2012 were agreed and signed by the Chairman as being a correct record.</p>	
3. 3.1	<p>Matters Arising PS has made an amendment to the minutes of the meeting held on 7th November 2011 to replace “SS” by “Sally Symons”.</p> <p>Re the move to use of CAF Bank, DF is in the process of getting information together. As previously minuted, an initial £1,000 deposit is required, and it was agreed to defer paying this until all minibus-related costs had been accounted for.</p> <p>PS has purchased red waterproof jackets, with logos, for all Leaders.</p> <p>DF has written to Evelyn Hill re the Playgroup being in considerable arrears on their £1 per week rent for their section of the Ron Bird Memorial Hut. He has had no reply to date, and will chase further if no reply is forthcoming within a week. It was noted that Evelyn has spoken individually to some members of the Exec about this, however the Exec stance moving forward will be to stress (whether in writing or verbally) that DF is her contact point, and that she must get in touch with him to explain her position, otherwise the Exec will make a unilateral decision. Whilst the Exec would not be unsympathetic to financial difficulties on the part of the Playgroup, it was nevertheless considered discourteous for the Playgroup to just stop paying without any explanation.</p> <p>IK has given PS his CRB Form, and DJ’s details have been located. PS still requires a CRB Form from KC.</p> <p>PS has added the Hut & Equipment Insurance Policy to the Group website.</p> <p>PS is waiting until the minibus arrives before he investigates the possibility of going into partnership with a school, to share running costs. As previously minuted, Keys Meadow</p>	<p>DF</p> <p>DF</p> <p>KC</p> <p>PS</p>

	will be given first refusal, with Raglan second, although possibly both could be involved. An initial trial year may be an option.	
3.2	There have been no actions taken on the committee's behalf since the last meeting.	
4.	Health & Safety There have been no serious incidents since the last meeting.	
4.1	The Fire Risk Assessment (FRA) – Draft 2 – was formally approved, subject to the following changes being made: <ul style="list-style-type: none"> • The paragraph gap between sentences beginning “The Church have their own FRA...” and “This is displayed on the choir vestry notice board...” to be removed • “Draft 2” to be removed and footer to be added. Next review date will be March 2014.	PS
	PS will add the FRA to the Group website.	PS
	PS will also add a check that fire drills have been carried out termly to the Health & Safety Agenda items for both Group Exec Meetings and Leaders Meetings.	PS
5.	Resources	
5.1	Re transport, PS reported that the new minibus has been ordered and is due mid-March. Total cost has been just under £25,000. Locking wheel nuts need to be put on each wheel once the minibus arrives.	
	HC has not yet received written confirmation from the Borough that they will pay for signage and will chase the Borough for clarification.	HC
	PS and HC have both looked at the rules surrounding D1 category on the driving licence. HC reported that the total cost of adding D1 is currently £350, which includes one practical exam, one theory exam and attendance at a course.	
	PS informed the meeting that Sally Symons has taken and passed the Enfield Community Transport (ECT) test through Keys Meadow school and consequently could borrow a second minibus for the Group from ECT subject to availability. Sally would have to be the driver.	
5.2	There was no request for expenditure on equipment.	
5.3	Re the Leader situation, PS reported that Pete Miskin and John Symons had both got through Appointments Committee. PS felt that the Cub Pack was currently in most need of another leader.	
6.	Policies	
6.1	The Membership Subscriptions Policy was reviewed and the following change agreed: <ul style="list-style-type: none"> • “GEC” needs to become “Group Executive Committee (GEC)” in paragraph 5. Next review date will be March 2014.	PS

	<p>PS reported that there may be a need to support one child in the Scout Troup and that he would keep the Exec updated re this.</p> <p>[HMH arrived]</p>	PS
6.2	<p>The Transport Policy was reviewed and the following changes agreed:</p> <ul style="list-style-type: none"> • A separate “Insurance” Section to be added, stating that the minibus is insured for Community use (as already stated within the Policy), but the van is only insured for Scout use. Therefore any non-Scout users of the van must ensure they have fully comprehensive insurance – at their expense. • In “Running Costs (external)” Section, the second sentence to read “The GEC suggests a donation of £40 per day (up to 100 miles), £15 per each additional 100 miles, plus fuel.” to avoid any possible ambiguity re fuel costs. • “be encouraged to” to be removed from “Usage” Section. <p>HC will check with the Scout Association whether the Group should get anybody borrowing Group transport to have to sign in advance to say that they have read and understood the Transport Policy. She will let PS know the outcome, so he can add a statement to this effect to the Policy if applicable.</p> <p>PS will make amendments and bring the Policy back for formal review at the next meeting.</p>	<p>PS</p> <p>HC</p> <p>PS</p>
7.	<p>Events Review</p>	
7.1	<p><i>Wellie Walk (Saturday 12th February)</i></p> <p>This event, which took place in snowy conditions, had been enjoyed by those who participated.</p>	
8.	<p>Events Planning</p>	
8.1	<p><i>Quiz Night (Saturday 28th April)</i></p> <p>This event will take place in the hall at Bush Hill Park Bowls, Tennis & Social Club on Saturday 28th April. Keith Kimber will be quizmaster again.</p> <p>Attendees need to be 14 or over, which allows Explorers to participate. Cost will be £5 per head, with the Exec agreeing that Leaders (including Young Leaders) could attend free of charge.</p> <p>RC will purchase raffle prizes to the value of £20.</p> <p>All Exec members were asked to donate additionally to the raffle.</p>	<p>RC</p> <p>ALL</p>
8.2	<p><i>Sponsored Bridge Walk (Sunday 15th July)</i></p> <p>It was decided that profits from this event would be split 50-50 between the Group and ShelterBox.</p>	
8.3	<p><i>AGM (Friday 18th May)</i></p> <p>IK (definitely) and DE (probably) are unable to make Friday 18th May. However it was decided to stick to this date due to the logistical problems that rearranging would cause.</p>	

	JA, HC and HMH will jointly be responsible for refreshments.	JA/ HC/ HMH
9.	<p>Any Other Business</p> <p>PS informed the meeting that Church Parade service times have reverted to 0930 with immediate effect. All other services will remain at 1000.</p> <p>PS reported that the County have produced LIVE IT leaflets and that he will liaise with Darren Leonard to have details of both 18th Edmonton and 23rd Enfield Groups put onto 1,000 leaflets at a cost of £35. Leaflets will then be distributed to all children at Raglan.</p> <p>It was agreed that PS could obtain business cards for Section Leaders to give out. PS commented that he could get these cheaply on a drip-by-drip basis.</p> <p>The Exec agreed to subsidise a maximum of £300 over budget for the Big Adventure Camp in order to allow PS to underwrite the cost of adults.</p> <p>RC explained that he had received a query from a Scout Leader in the Netherlands who was researching his Group history and believed that his Group had participated in camps with the 12th Edmonton Group in the late 1940's. RC had tried to find information re the 12th Edmonton Group, but so far without any success. IK will pass on to RC contact details for Paul Knight, who may be able to help.</p> <p>DJ noted that Bury Lodge Park, where our Scouts have recently been doing some work, was one of two Enfield parks to have recently been presented with a Gold Award by the Mayor of London.</p>	<p>PS</p> <p>PS</p> <p>IK</p>
10.	<p>Date of Next Meeting</p> <p>Monday 11th June 2012 at 8.00pm in the Garden Room.</p>	

Executive Committee Information Sheet

5th March 2012

Actions taken on committee's behalf since last meeting:

By GSL	None
By Chair	None
By Others	Minibus ordered.

Health and Safety:

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

From the Leaders:

	Beavers	Cubs	Scouts
Numbers in section	13	14	28
Number on link to next section	0	2	0
Other information from GSL			

From Treasurer:

	Investments	Current	Petty Cash
Balance on accounts	£2987.24	£1106.19	£256.60
Income since last meeting	-£1,110.36	-£3,108.38	£37.00
	Beavers	Cubs	Scouts
Section Balances	£526.80	£413.95	£217.92
Other information from Treasurer	<p>Income figures are net after all expenses have been deducted, including the new Minibus and District capitation.</p> <p>Expenses not yet deducted, minibus Ins. £700.</p> <p>Van expenses from last year approx. £900 owed to Chair.</p>		

Resources Reports:

Transport	Minibus ordered
Equipment	No requests