



3.2	<p>Nat West that the full signatory list is now CK, RB and RC.</p> <p>Re Gift Aid, CK has provided RB with details of who has signed up for Gift Aid. RB is progressing the claims for 2012/13 and 2013/14. Trying to claim online has proved to be complicated and RB is now waiting to receive a paper claim form from the HMRC as online forms are not downloadable. (GB will have a look at the process and pass on any relevant advice to RB.)</p> <p>RB has transferred back to the Insurance Fund the £1,000 that Dave Fox had temporarily moved from the Insurance Fund to the Current Account to help alleviate cash flow issues.</p> <p>RB has added “balances available to spend” to the Executive Committee Information Sheet.</p> <p>Re appropriate gifts for Heather Connor, Simon Fouracre, Dave Fox and Pat Powell, all of whom have left the Group during the past year, IK looked at the Scout Shop "presentation gifts" section and then purchased the choices made in conjunction with CK, RB and RC. These were pewter tankards for Simon and Dave, crystal jewellery box for Heather and silver column clock for Pat – at a total cost of £130.50. RC will personally deliver the gifts for Heather and Simon and the plan is for Dave and Pat to be presented with their gifts at the Anniversary Service.</p> <p>CK has communicated the decision to leave membership subs at £130 per annum this year to parents/guardians.</p> <p>RB represented the Group at the funeral of Stelios Gopoulos on 20/06/14. A donation of £50 to Race for Life has been made by the Group.</p>	<p>RB (GB)</p> <p>RC</p> <p>CK</p>
4.	<p><b>Health &amp; Safety</b> A Scout broke his thumb playing football at Summer Camp.</p>	
5.1	<p><b>Resources</b></p> <p>Re transport, DE has had the Blue Van MOT'd – though there were a few "advisories". DE has written to James re the advisories and the possibility of carrying out a bit of maintenance/service on the van, but has not heard anything back yet. CK will chase James.</p> <p>DE has also asked James to let him know if he hears about larger, well looked-after, vans for sale as James is involved in the motor trade, although DE has explained that this may be for future reference rather than now.</p> <p>Group policy remains to carry on using the van but avoid any significant expenses. Possible replacement of the van was discussed and the following actions set, to be reviewed at the next Group Exec meeting in November 2014:</p> <ul style="list-style-type: none"> <li>• RB to review costs of ownership of the van over the previous year (insurance, tax and maintenance) and issue details of these costs ahead of the next Group Exec meeting;</li> <li>• IK to look into costs of van hire (look at a few different options);</li> <li>• CK to investigate options for sharing vans with other Group.</li> </ul>	<p>CK</p> <p>RB</p> <p>IK</p> <p>CK</p>

	<p>Re the Minibus Permit, CK noted that the previous permit scheme had finished in April 2014 and that it was unclear whether the Group's permit was still valid. [Post-meeting, CK discussed this with Paul Symons and Paul confirmed that the Group's Small Bus Permit <u>is</u> covered by new scheme. However it should be noted that a separate permit would be needed if the Group were to hire or borrow a second minibus.]</p>	
5.2	<p>Re equipment, CK reported that a new marquee would be needed for the late-May Bank Holiday weekend. CK will investigate prices and bring a request to the next Group Exec meeting. (See also 5.7)</p>	CK
5.3	<p>Re the Leader situation, one Young Leader has left and another has started with the Cub section. Sally Symons now has an experienced ACSL helping her out for a while.</p>	
5.4	<p>Re hut rental (Scout Hut B) to Little Wellingtons Pre-School Playgroup, DE reported that Stella had paid for 2 months (at £20 per month), covering the 2-month period up to the current meeting date, and wished to continue renting the hut moving forward. RC will take responsibility for finalising the (largely completed already by DE) Hut Rental Agreement, which will be circulated amongst a sub-committee of CK, DE, RB, RC and TS for joint approval.</p>	RC
5.5	<p>RC has met with Paul Symons who has kindly shown him how to upload minutes and policies, so that RC can run with this process moving forward. RC also now knows how to update Exec and Leader information following AGM's. All minutes and policies, plus Exec information and Leader information ("About Us" and "Contact Us") are now fully up-to-date on the Group website. RC has also updated the vacancies page.</p> <p>RC should now be able to update ANY documents on the Group website, so he should be informed of any updates required, e.g. Awards.</p>	
5.6	<p>Re use of My.Scout, which is Online Scout Manager's (OSM's) system for collecting payments due through a cashless system, CK has set RB up to be able to produce the details spreadsheet for himself and has given him a general explanation of the OSM system. Cubs are to be moved onto the system soon.</p>	
5.7	<p>Re the sum of £600 Jack Petchey Award money that is available, no suggestions have been received yet for its use. CK will see if Liam might wish to put this towards a new marquee.</p>	CK
5.8	<p>Re the need to appoint a Permanent Group Chairman, RC has let CK know that he wishes to give up the Acting Chairman role at the end of 2014 at the latest, or sooner, if someone else wishes to take over sooner. RC was only ever intending to do this role just to keep things ticking over until the Group got a new Chairman - which he had thought when he took on the role back in November 2013 would be at the 2014 AGM at the very latest.</p> <p>RC has sent CK a Role Description for Group Chairman from the Scouts website and CK will advertise this position again.</p>	CK

5.9	Re the need to appoint a Scutiniser for Group Accounts, RB had previously reported that there was a strong possibility that Jill Wright would agree to take on this role, in a reciprocal arrangement for RB agreeing to become Scutiniser for the Church Accounts. Jill has not yet spoken to RB, so RB will contact her to see if he is needed to scrutinise the Church accounts and to ask if she would be able to reciprocate.	RB
6.	<b>Policies</b>	
6.1	The Health and Safety Policy was reviewed and agreed with no changes required. Next review date will be September 2016.	RC
6.2	The Awards Policy was reviewed and agreed with no changes required. Next review date will be September 2016.	RC
6.3	The Transport Policy was reviewed and agreed with no changes required. Next review date will be September 2015.	RC
6.4	The new Vehicle Use Checklist, to be used in conjunction with the Transport Policy, was reviewed and agreed with no changes required. Next review date will be September 2015.	RC
7.	<b>Events Review</b>	
7.1	<p><i>Raglan Summer Fun Day (Saturday 28<sup>th</sup> June, 1300 – 1700)</i>  JPD made £90.80 profit. This event was accepted by Barclays for matched fundraising and RB has banked the fundraising cheque for £90.80 that Barclays sent to CK. (Unfortunately, as RB no longer works for Barclays, this is the last fundraising claim he will be able to make.)</p> <p>CK will check whether the profit needs to be split with Raglan.</p> <p>The following points were noted and it was agreed to make a decision re attendance at the 2015 event at the March 2015 Group Exec meeting:</p> <ul style="list-style-type: none"> <li>• Our pitch was a long way from anyone else.</li> <li>• This event did not lead to any direct recruitment.</li> <li>• Should we consider running a drinks stall next time?</li> <li>• The event now seems to shrink every year in terms of the activities on offer and, probably consequently, in terms of the number of attendees. We should ask Raglan next year what they plan to do to increase numbers.</li> <li>• The profit raised, especially if it has to be shared with Raglan, is a very small return for what is over 6 hours' work when setting up, taking down and transport to and from the Church are taken into account.</li> </ul> <p>It was agreed to make a decision re attendance at the 2015 event at the March 2015 Group Exec meeting, taking the above points into consideration.</p>	CK
7.2	<p><i>Group Walk for Charity (Sunday 13<sup>th</sup> July)</i>  This event did not take place as CK was the only adult available.</p> <p>[DE arrived.]</p>	

<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>8.5</p> <p>8.6</p>	<p><b>Events Planning</b></p> <p><i>Family Quiz Night (Friday 17<sup>th</sup> October)</i> It has been agreed to hold this event on Friday 17<sup>th</sup> October. Sally Symons will provide the questions and IK confirmed [post-meeting] that he would be able to provide refreshments. Donations will be requested for St Elizabeth's, the Group's chosen charity for 2014 – 2015, and Sue and Colin will be asked to bring Paul along if they possibly can.</p> <p><i>Fireworks (Saturday 1<sup>st</sup> November, Enfield Town Park)</i> CK is again looking for assistance with stewarding. JA and RB will assist, plus RC if he is available.</p> <p>JA and RC commented on the bottleneck that had formed last year due to last-minute rearrangement of the location of the display and said that they felt CK's team had not been taken seriously enough when they had informed control that they could not prevent the crowd building up at the nearest entry point to the field from Essex Road. CK stated that she would be attending a planning meeting for this event and would ensure this was mentioned.</p> <p>[RC has spoken with Paul Symons post-meeting and Paul has confirmed that the organisers are aware of the new stream in the Town Park.]</p> <p><i>Group Anniversary Service (Sunday 2<sup>nd</sup> November).</i> Group Anniversary Service will be held on Sunday 2<sup>nd</sup> November. RC will present gifts to Dave Fox and Pat Powell in his capacity as Acting Chairman. CK will check that both are planning to attend.</p> <p><i>Remembrance Sunday (Sunday 9<sup>th</sup> November).</i> The Group will attend the Edmonton Parade in the morning. Any Leader or member of Networks or Explorers is welcome to join the Enfield Parade in the afternoon</p> <p><i>Parade of Light (Sunday 30<sup>th</sup> November)</i> It has been decided that the Group will again take part in this event.</p> <p><i>Panto (Friday 5<sup>th</sup> December)</i> It has been decided that the Group will attend on Friday 5<sup>th</sup> December and will reserve the balcony as usual. Sally Symons and Rachel Bateman (plus Stuart) will be appearing in the panto.</p>	<p>ALL</p> <p>CK</p>
<p>9.</p>	<p><b>Any Other Business</b></p> <p>A very old 18<sup>th</sup> Edmonton Cub Flag has been returned to CK from Canada. CK is trying to find out more information about this.</p> <p>CK reported that the funeral had been held of Doreen Warren, who had been part of the Group and a member of the Exec Committee for many years. It was agreed that RB should send a donation of £50 on her behalf to Action for Children.</p> <p>TS requested that the Child Protection Policy be reviewed annually moving forward. RC will add this policy for review at the next Exec meeting in November 2014, as it was last</p>	<p>RB</p> <p>RC</p>

	<p>reviewed in November 2013. Subsequent reviews can then be held annually.</p> <p>RC updated the meeting on Heather Connor's progress, reading from an email she had recently sent him.</p>	
10.	<p><b>Date of Next Meeting</b> Monday 17<sup>th</sup> November 2014 at 7.45pm in the Garden Room.</p>	

# Executive Committee Information Sheet

## 22<sup>nd</sup> September 2014

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

By GSL	None
By Chair	
By Others	

### Health and Safety:

Reportable Incidents/Near Misses			
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Fire Drills Last Done	12/09/2014	Summer Term	Summer Term

### From the Leaders:

	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Numbers in Section	11	17	18
Number on Link to Next Section	2	2	4
Census Numbers Submitted	24/02/14		
Other Information from GSL	We have taken on 2 new Beavers, 2 new Cubs and a new Scout. 1 cub and 1 scout have left due to moving house.		

### From Treasurer:

	<i>Insurance Fund</i>	<i>Investments</i>	<i>Current</i>	<i>Petty Cash</i>
Balance on Accounts now	£3,132.26	£127.47	£855.18	£11.58
<i>Balance Last Meeting</i>	<i>£2,127.80</i>	<i>£127.47</i>	<i>£2,974.35</i>	<i>£297.00</i>
Movement Since Last Meeting	£1,004.46	Nil	£(2,119.17)	£(285.42)
Insurance Fund Payment Due	30/11/14	Balance for Annual Charity		£7.00
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>	<i>GSL</i>
Section & GSL available to spend	£244.45	£465.29	£502.24	£65.16
Last Capitation Paid (Date/Amount/Breakdown)	18/02/14	£1,320	48	Children @ £27.50
			7	Leaders @ £ 0.00
Gift Aid Status	Gift aid calculations are in progress for 2012/13 and 2013/14 but we are awaiting required forms from HMRC (Online quicker!). Claims likely to be around £900 each.			
Other Information from Treasurer	£1000 transferred to Ins fund from current acct. Subs are up to £1,690 (£1,540 at same time last year). £600 Jack Petchey money available to spend. £50 donation made to Race for Life re Stelios Gopoulos funeral. JPD £90.80 profit doubled by Barclays.			

### Resources Reports:

Transport				
Due Dates	<i>MoT/Service</i>	<i>Breakdown</i>	<i>Insurance</i>	<i>Road Tax</i>
Minibus	22/02/15	22/03/15	22/03/15	28/02/15
Van	30/06/15	No Cover	29/11/14	31/12/14
Minibus Permit	21/06/15			
Equipment & Other				