

# 18<sup>th</sup> Edmonton Scout Group

Group Executive Meeting

Monday 19th September 2016

7:30pm in the Garden Room

Present: Anna Gill (AG)  
David Jackson (DJ)  
Donna Willard (DW) – Beaver Scout Leader  
Gervase Bush (GB)  
Ian Kirby (IK)  
John Symons (JS) – Scout Leader  
Linda Marchant (LM) – Cub Scout Leader  
Rob Bruce (RB) – Treasurer  
Paul Symons (PS) – District Commissioner

1 Apologies for absence were received from Tim Swindell (TS) and Janine Chapman. Karli Turner was absent.

2 The minutes of the meeting held on 14/06/16 were approved as a correct and true record.

3 Matters arising

- a. CAF Bank – RB advised that since setting up the account he had been notified that CAF were introducing a £5 per month charge. It was agreed that the usefulness of banking with CAF outweighed the cost and the meeting agreed that we should pay the charge and continue to bank with CAF. RB also tabled a list of task that need to be completed to finish the move to CAF.

The committee agreed that a CAF Gold Account should be opened for the Groups Savings.

Now need to get all the parents to use the new account.

4 Health and safety – Nothing to report

5 Transport

- a. Van – GB reported that the Blue Van had been sold for scrap for £60. RB advised that he has cancelled the insurance and expects to receive a refund of £63 in about six weeks' time. GB has cancelled the SORN.
- b. Minibus – GB advised that the minibus had now been back to the garage under the recall issued by Ford and had its oil pump replaced.

GB further advised that the minibus was being borrowed by 18<sup>th</sup> Wood Green this weekend.

LM advised that Group now has three small bus permits as one that had been lost was replaced and then re-appeared.

GB undertook to get the spare wheel fitted properly as soon as possible as this is a potential health and safety hazard for people travelling in the minibus.

6 Trustee Vacancies – PS asked all committee members to work with him to identify a new Group Scout Leader for the Group. Once appointed the GSL would appoint a new Chair. Help with finding a new Secretary was also requested. RB mentioned that the lack of people in these roles causes problems with account signatories.

7 Policy Reviews

a. Awards Policy – The Committee reviewed the 'Awards Policy'. DW was unhappy with the title of the 'Best Beaver Award' however members felt that it has been called this for a long time without a problem. TS and Papa to be consulted on whether the name should be changed.

DW also asked if the 'Best Beaver Award' could be awarded to a child who had recently gone up to Cubs. The general feeling was that the recipient should be a Beaver when they receive it.

It was agreed to set a new review date three years hence.

b. Huts & Equipment Insurance Policy – The committee agreed that there should be no changes to this policy and set a new review date three years hence.

c. Membership Subscriptions Policy – This policy needs updating to reflect that we now accept payments monthly, quarterly, half yearly and annually.

d. Transport Policy – This policy needs the van taking out.

It was agreed to set a refundable cash deposit of £50 to be collected when the van is collected and returned when the van is returned provided it is brought back clean and tidy and in good repair.

It was decided that the expected donations for use should rise from £25 to £30 and £35 to £40 respectively.

8 Any other business

a. DJ asked about Group event planning. PS apologised for not putting this on the agenda.

b. AG suggested running another Bridge Walk and it was agreed to consider this for next year.

c. Scout Numbers – the meeting discussed the fall in Scout numbers with no real conclusions.

d. The meeting was reminded that there is £528.25 of Jack Petchey money still to be spent.

e. OSM – LM asked about subscription renewals for OSM. It was decided that leaders should renew and claim back on expenses.

f. DM asked for clarification on the monthly subs payments as she had mistakenly advised a parent that they do not have to pay in August. The meeting agreed that payment is expected every month of the year.

g. LM briefed the meeting on the reasons why a recent camp was cancelled. The meeting agreed that the LM and DW should be reimbursed for the camp fees paid out that they had been unable to get back from Scout Park.

9 Exec committee referrals to leaders meeting – Activities ideas.

10 Part Two – it was agreed that no items in this meeting were part two.

11 Date of next meeting - 15/11/16, 7:30pm in the Garden Room.

# Executive Committee Information Sheet

## 19<sup>th</sup> September 2016

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

By GSL	
By Chair	
By Others	CAF account opened by Treasurer

### Health and Safety:

Reportable Incidents/Near Misses			
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Fire Drills Last Done	10/06/16	10/06/16	08/07/16

### From the Leaders:

	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Numbers in Section	27	23	5
Number on Link to Next Section	0	2	0
Other Information from GSL			

### From Treasurer:

	<i>Insurance Fund</i>	<i>Investments</i>	<i>NW &amp; CAF Current a/cs</i>	<i>Petty Cash</i>
Balance on Accounts now	£2,891.30	£130.87	£1,401.23	£302.71
<i>Balance Last Meeting</i>	<i>£2,890.93</i>	<i>£130.87</i>	<i>£877.95</i>	<i>£292.36</i>
Movement Since Last Meeting	£0.37	£0.00	£523.28	£10.35
Insurance Fund Payment Due	30/11/2015	Jack Petchey Balance		£528.25
	Charity Balance	£0.00	Benev Balance	£0.00
	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>	<i>GSL</i>
Section & GSL available to spend	£351.88	£510.00	£390.00	£120.00
Census Numbers & Capitation	No's Submitted	28/02/16	Capitation Paid	11/03/16
Amount/Breakdown	£2,000.00	50 Children @ £40.00	n/a Leaders @	£ 0.00
Gift Aid Status	£1,191.01 received 27/04/16 for 2015-16 tax year			
Other Information from Treasurer	Subs total £1,565 (LY £1,295). Notable expenses since last meeting:- St Elizabeth charity £200, AGM expenses £125, uniform £122 and summer camp expenses that will be covered by fees received (camp £1,550, food £394, van hire £160 and fuel £16).			

### Resources Reports:

Transport					
Due Dates	<i>MOT</i>	<i>Service</i>	<i>Breakdown</i>	<i>Insurance</i>	<i>Road Tax</i>
Minibus	06/16	06/16	22/03/17	22/03/17	28/02/17
Van	30/06/16	No Service	No Cover	29/11/16	30/06/16
Minibus Permits	26/03/20	& TBC	Hut Usage Renewal Date		23/11/15
Other Information from TM	Van has been disposed of.				
Equipment & Other					