

18th Edmonton Scout Group

Group Executive Meeting

Tuesday 20th June 2017

7:30pm at Acting GSL's Home

Present: Rob Bruce (RB) - Treasurer
Gervase Bush (GB) – Transport Manager
– Subscriptions Manager
Ian Kirby (IK)
Grant Murray (GM) – Cub & Scout Leader

Donna Willard (DW) – Beaver Leader
Paul Symons (PS) – District Commissioner

- 1 Apologies for absence were received from Janine Chapman (JC), Linda Marchant (LM) and Tim Swindell (TS). Anna Gill has tendered her resignation. Karli Turner was absent.
- 2 The minutes of the meeting held on 21/03/17 were approved as a correct and true record.
- 3 Matters arising.
No items not covered elsewhere.
- 4 Health and safety – Nothing to report.
- 5 Minibus
 - a. Small bus permit - PS has been unable to source something suitable to keep this in safely.
 - b. GB asked for opinions on the level of service for the minibus given that it has had little use. It was agreed that a minor service would be appropriate.
- 6 Leader Update – There have been no changes to the leader team since the last meeting.
- 7 Trustee Vacancies – the meeting noted the following trustee vacancies:
 - a. Group Scout Leader
 - b. Chair
 - c. Secretary
- 8 Recruitment – The meeting discussed how the vacancies could be filled. PS tabled a sample letter for sending home to parents which was agreed and will be sent home next Friday.
- 9 Events
 - a. Past
 - i. St George's Day – The meeting discussed this event and apart from a few minor points it was agreed the event went off okay. Problems at the start and with the lollies were noted.
 - b. Future
 - i. AGM – IK agreed to do the refreshments and a budget of £25 was agreed. DW advised that a supply of biscuits was already available.

- ii. The accounts were agreed and will be emailed to parents by DW and GM prior to the AGM.
- iii. Summer Camp was discussed and it was agreed that the Group would fund the two leader attending at a cost of £50 each.
- iv. Winter Camp is being arranged at Belchamps. The committee agreed to pay the £450 deposit now in the expectation that this would be recouped when those going have paid.

10 Any other business

- a. DM asked if she could replenish the stock of t-shirts. This was agreed and RB will arrange payment.

- b. The meeting discussed the Jack Petchey money still to be spent. It was agreed that the money for Callum should be transferred to Parker Bowles ESU where he is an Explorer Scout.

11 Exec committee referrals to leaders meeting – none.

12 To decide if any discussions at this meeting should be part 2 minutes (confidential) – no items in this category.

13 Date of next meeting 12th September 2017.

Executive Committee Information Sheet

20th June 2017

Actions Taken on Committee's Behalf Since Last Meeting:

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

Health and Safety:

| | | | |
|----------------------------------|----------------|-------------|---------------|
| Reportable Incidents/Near Misses | | | |
| | <i>Beavers</i> | <i>Cubs</i> | <i>Scouts</i> |
| Fire Drills Last Done | 05/05/17 | 12/05/17 | 12/05/17 |

From the Leaders:

| | | | |
|--------------------------------|----------------|-------------|---------------|
| | <i>Beavers</i> | <i>Cubs</i> | <i>Scouts</i> |
| Numbers in Section | 22 | 20 | 7 |
| Number on Link to Next Section | 1 | 5 | 0 |
| Other Information from GSL | | | |

From Treasurer:

| | | | | |
|----------------------------------|---|----------------------|--------------------------------------|-------------------|
| | <i>Insurance Fund</i> | <i>Investments</i> | <i>NW & CAF Current a/cs</i> | <i>Petty Cash</i> |
| Balance on Accounts now | £4,650.54 | £131.15 | £3,016.32 | £185.80 |
| <i>Balance Last Meeting</i> | £4,650.05 | £131.15 | £1,813.18 | £236.32 |
| Movement Since Last Meeting | £0.49 | £0 | £1,203.14 | £(50.52) |
| Insurance Fund Payment Due | 30/11/2017 | 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 | £260.56 | £416.21 | £141.05 | £120.00 |
| Census Numbers & Capitation | No's Submitted | 30/01/17 | Capitation Paid | 13/03/17 |
| Amount/Breakdown | £1,554.00 | 30 Children @ £42.00 | 7 Y Leaders @ | £42.00 |
| Gift Aid Status | Data collected for 2016/17, awaiting any missing gift aid forms | | | |
| Other Information from Treasurer | Subs total £1,597 (LY £768). No expenses paid yet other than through replenishing Grant's £100 float. | | | |

Resources Reports:

| | | | | | |
|---------------------------|------------|----------------|------------------------|------------------|-----------------|
| Transport | | | | | |
| Due Dates | <i>MOT</i> | <i>Service</i> | <i>Breakdown</i> | <i>Insurance</i> | <i>Road Tax</i> |
| Minibus | 02/18 | 06/17 | 22/03/18 | 22/03/18 | 28/02/18 |
| Minibus Permits | 26/03/20 | & TBC | Hut Usage Renewal Date | | 23/11/15 |
| Other Information from TM | | | | | |
| Equipment & Other | | | | | |