

18th Edmonton Scout Group

Group Executive Meeting

Tuesday 21st November 2017

7:30pm at Garden Room at the Church

Present:	Speranta Knowles (SK)	Group Scout Leader
	Pranav Dave (PD)	Chair Designate
	Rob Bruce (RB)	Treasurer
	Gervase Bush (GB)	Transport Manager
	Grant Murray (GM)	Cub & Scout Leader
	Paul Symons (PS)	District Commissioner

1. **Co-Option to Exec Committee** - SK asked the committee to approve the co-option of PD on to the committee as her nominated Chair. This was agreed. PD then took the Chair and the minutes.
2. **Apologies for absence** – Apologies were received from Donna Willard.
3. **Approval of the minutes of the last meeting** – The minutes of the Group Executive Meeting held on 12th Sept 2017 were approved as a correct record.
4. **Matters arising** – Balance of Jack Petchey money to be spend on tent and equipment. GM to provide the details to RB.
5. **Leader and Exec update** - Ian Kirby has Tender his resignation with immediate effect, due to his chronic ill health.
6. **Health & Safety** – There have been no health and safety incidents since the last meeting.
7. **Transport** – PS to send current transport policy to everyone. All Exec members to send any additional points to PD which can be added in policy.
8. **Policies and Risk assessment**
 - a. SK and RB to check previous meetings minutes to renew policies and update the dates
 - b. Helper Insurance Policy – to be renewed as agreed
9. **Events**
 - a. Past
 - Anniversary Service on 5th Nov and Remembrance Day Parade on 12th Nov – Good attendance on both occasions
 - Harvest festival – Good participation from parents donating Food

b. Future

- Camp fire to be held in the Church car park on 1st Dec 2017
- Fire drill – Cubs and Beavers to be conducted in Jan / Feb 2018

10. **Social Media and Website**

- a. Facebook Group – Good feedback from all parents regarding regular updates

11. **Any other Business**

- a. Hut clean-up and make a list of items being stored in hut in Summer 2018
- b. DW and SL to discuss on additional Beavers award. Further discussion to be held in next Exec meeting

12. **Part Two** – It was agreed that none of this meeting discussion should be treated as part 2 (confidential).

13. **Date of next meeting** – the next meeting was set for Monday 19th Feb 2018 at 7:30pm in the Garden Room at the Church.

Executive Committee Information Sheet

21st November 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	£4,651.72	£131.21	£5,758.97	£63.07	
<i>Balance Last Meeting</i>	£4,651.13	£131.21	£5,169.99	£187.47	
Movement Since Last Meeting	£0.59	nil	£588.98	£(124.40)	
Insurance Fund Payment Due	30/11/2017	Jack Petchey Balance		£778.25	
	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	£216.55	£233.60	£113.40	£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	£1,184.02 Gift Aid for 2016/17 received on 11/07/17				
Other Information from Treasurer (since the start of the financial year)	Subs total £3,777.50 (LY £3,638.52). £375.20 was collected for and paid out to Alzheimers Research UK. Expenses paid since the last meeting £301 vehicle servicing, £107 GSL uniform & locks, £79 YL shirt & jackets and £42 Linda's leaving flowers.				

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					