

18th Edmonton Scout Group

Group Executive Meeting

Tuesday 19th February 2018

7:30pm at Garden Room at the Church

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

PD took the Chair and the minutes.

1. **Apologies for absence** – Apologies were received from Janine Chapman and Donna Willard.
2. **Approval of the minutes of the last meeting** – The minutes of the Group Executive Meeting held on 27th November 2017 were approved as a correct record.
3. **Matters arising**
 - a) Jack Petchey money – Part of it was spent on two tents with balance remaining £333.25. Out of that £250 to be spent on Ice-skating and remaining to be spent on scout summer camp.
 - b) Uniforms – SK mentioned about buying New Uniforms for Leaders and Young Leaders which was agreed. SK and GM to action
4. **Leader and Exec update** – Sally Symons was offered the position of Assistant Group Scout Leader which was accepted by Sally.
5. **Health & Safety** – There have been no health and safety incidents since the last meeting.
6. **Transport**
 - a) PS to send current transport policy to everyone. All Exec members to send any additional points to PD which can be added in policy.
 - b) It was agreed to renew Minibus Insurance policy with increase overall cost of 4.6%. It was also agreed to remove Named driver from policy as policy covered by any driver between the age of 21 and 70 years old.
7. **Policies and Risk assessment** – SK to update all policies on website with PS

8. Events

a) Past

- Camp fire was held in the Church car park on 1st Dec 2017
- Fire drill – Scouts and Cubs fire drill was conducted on 2nd February 2018

b) Future

- Hiking Camp for Cubs and Scouts on 24th and 25th Feb 2018
- St. Georges Day celebration on Sunday 22nd April 2018
- Quiz night in April / May 2018
- Cubs camp in May / June 2018

9. **Social Media and Website** – Facebook Group is being used by leaders as good communication tools to update parents on regular activities

10. Any other Business

- Hut clean-up and make a list of items being stored in hut in Summer 2018
- DW and SL to discuss on additional Beavers award. Further discussion to be held in next Exec meeting
- Parade service – Communicate with church in advance to organize parade service
- Exec members agree to pay Capitation £2107 and Young leaders insurance £301
- Exec members agree to keep The Annual General Meeting on Friday 8th June 2018 at 7:00pm in Church Hall

11. **Part Two** – It was agreed that none of these meeting discussions should be treated as part 2 (confidential).

12. **Date of next meeting** – the next meeting has been scheduled for Tuesday 5th June 2018 at 7:30pm in the Garden Room at the Church.

Executive Committee Information Sheet

19th February 2018

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	15/09/17	08/09/2017	10/11/2017

From the Leaders:

	<i>Beavers</i>	<i>Cubs</i>	<i>Scouts</i>
Numbers in Section	13	23	10
Number on Link to Next Section	0	6	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	£5,402.35	£131.21	£6,073.20	£(113.76)
<i>Balance Last Meeting</i>	<i>£4,651.72</i>	<i>£131.21</i>	<i>£5,758.97</i>	<i>£63.07</i>
Movement Since Last Meeting	£750.63	nil	£314.23	£(176.83)
Insurance Fund Payment Due	30/11/2018	Jack Petchey Balance		£333.25
	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	£154.55	£142.91	£81.49	£120.00
Census Numbers & Capitation	No's Submitted		Jan 2018	Capitation Due now
Amount/Breakdown	£1,554.00	49	Children @ £43.00	7
Gift Aid Status	Only missing 1 signed form (Elena Sidabraite)			
Other Information from Treasurer (since the start of the financial year)	Subs total £5,723.50 (LY £4,806.02). Expenses paid since the last meeting £497.98 for 2 large tents less £52.98 refunded (out of Jack Petchey), Anniversary Service expenses £117.77 and £42 for helpers insurance. Capitation (£2,107 + young leaders £301?) and Minibus insurance imminent (£880.20)			

Resources Reports:

Transport					
Due Dates	<i>MOT</i>	<i>Service</i>	<i>Breakdown</i>	<i>Insurance</i>	<i>Road Tax</i>
Minibus	14/02/19	06/18	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					