

**Minutes of a Meeting of 1st Bradley Stoke Scout Group Executive Committee
On Friday 11th November 2016 at Holy Trinity Church at 19.30**

Present:

Nick Nelson (Group Chair)	Clive Mason (Group Scout Leader)
Barbara Holliday (Group Secretary)	Kath Robinson (AGSL-Beavers)
Dave Pace (AGSL/CSL)	
Belinda Hodgson (Group Fundraising)	
Alan Chinnock (Group Quartermaster)	
Tomi Hernija (Water Rats Unit)	
Saul Tomlin (Trident Explorer Unit)	

Apologies received from :

Scott Warburton (Youth Representative)
 Matt Calloway(Youth Representative)
 Dan Shadbolt (AGSL-Scouts)
 Jo Bland (Group Administrator)
 Ian Bakewell (Group Waiting List Co-ordinator)
 Mike Carr (Water Rats Unit)

Guest Speaker:

Dave Calloway – Remembrance Day Parade Briefing

<p><u>1. Introductions</u></p> <p>Apologies were received from Scott Warburton, Matt Calloway, Jo Bland, Ian Bakewell, Dan Shadbolt, Mike Carr.</p> <p>Alan Chinnock introduced himself to the attending members as the groups new Quartmaster.</p>	
<p><u>2. Remembrance Day Parade Briefing</u></p> <p>Dave Calloway (Occasional Parent Helper) introduced himself as the author of the Group’s Remembrance Day Parade Brief which had been submitted to South Gloucestershire District Council to comply with the council Safety Advisory Group – a council led group ensuring safety at large events.</p>	

<p>DC outlined the safety requirements and action taken to ensure they met.</p> <p>DC requested and allocated adult volunteers to marshal the event between the Jubilee Centre and Willowbrook Centre and produced a large quantity of high viz jackets which he had purchased at a discounted rate for the group for this and future events.</p> <p>NN and CM both thanked DC on behalf of the group for the work he had put into ensuring the safety requirements of the parade were addressed and met</p>	
<p>3. <u>Minutes of the last Meeting and Action List review</u></p> <p>It was noted that the Minutes of the Executive Meeting on 23rd September 2016 had been circulated for review, and approved.</p> <p>The Action List was reviewed, updated and items closed where appropriate. Items 63 and 81 were transferred from HT to respective leaders.</p>	
<p>4. <u>Group Update / Issues</u></p> <p>CM circulated an updated Group list highlighting the change of leaders for Friday night Scouts and Tuesday cubs.</p> <p>CM briefed that at the recently held AGSL meeting it was agreed that there will be a Group Camp planned for the weekend of 16th to 18th June 2017 at Woodhouse.</p> <p>CM provided the following update regarding training: First Aid – 4 leaders would be completing their renewal training on the 12th November 2016 and that training of 11 or 12 volunteers was still outstanding. CM has been in discussions with District regarding a bespoke course which would be required by the end of the year.</p> <p>CM briefed the group that there were no plans at this stage for any further expansion of the group. Enquiries and requests to be added to the waiting list were ongoing and the forthcoming Remembrance Day Parade is likely to generate further enquiries.</p> <p>CM advised that the appointments process will continue to be managed by the ASGL.</p>	

<p>5. <u>Youth Representative</u></p> <p>CM confirmed that two new youth representatives had been appointed from Trident Explorer Unit namely Scott Warburton and Matt Calloway – unfortunately due to other commitments neither were able to this meeting but would be present at future meetings. Tony Robinson to set up both with group BSS email accounts</p>	TR
<p>6. <u>Development Plan</u></p> <p>NN advised that at the next Executive Meeting there will be a one hour brain storming session to establish where we are, what we need to do and how we get to that point</p>	HT/BJH
<p>7. <u>Finance Update</u></p> <p>HT reported that the group balance currently stood at £1441 which is considered acceptable as it balances out over forthcoming months.</p> <p>HT to check fundraising figures with BJH outside of this meeting and with TH and MC from the Water Rats Unit.</p> <p>The original management document prepared by HT for the group had been circulated by BH prior to the meeting with the meeting documents but had been converted into a format which rendered it unopenable. BH to recirculate post this meeting</p> <p>HT updated the group that he is in the process of changing the point of contact in relation to Gift Aid with the Inland Revenue</p>	BH
<p>8. <u>Quartermaster Update</u></p> <p>NN welcomed again the new Quartermaster and commented that already improvements had been noticed and thanked him for his hard work.</p> <p>AC stated that at this stage he was working his way around the container and provide a further update at the next meeting.</p>	
<p>9. <u>Fundraising Update</u></p>	

<p>BJH reminded the group of the Silver Smarties fundraising activity. To date four groups had handed in their silver smarties with the remaining groups outstanding.</p> <p>A skittles and pie night is planned for 2017 – date to be advised. Another fundraising activity for the new year will be the matchbox event where the aim is to get as much in a matchbox as possible.</p> <p>BJH also advised that a Bingo night maybe planned for May 2017</p> <p>NN advised that there are no funds/grants for us to apply for as we do not meet the criteria.</p>	
<p><u>10. Water Rats Unit</u></p> <p>TH updated the group that the unit is currently in its planning stages for 2017 and is looking to encourage other local groups to use our groups facilities.</p> <p>TH is happy to plan a camp over the August bank holiday weekend in n2017 which he hopes will be three days instead of two days – further information to follow.</p> <p>TH and MC are looking to organise a leader session in 2017 – date(s) to be advised.</p>	
<p><u>11. Remembrance Day Parade</u></p> <p>KR confirmed that 174 persons including leaders would be representing various groups who are part of or associated with Bradley Stoke Scouts at the forthcoming Remembrance Day Parade on Sunday 13th November 2016. As well as young people from 1st Bradley Stoke Scouts there will be young persons from local Guide, Brownies and Rainbow groups, Twirlers , Bradley Stoke Marching Band as well as the Filton Concert Band.</p> <p>South Gloucestershire council will be represented. Bradley Stoke Town Council have been invited to the event but they not responded to the groups invite neither have they completed any of the required paperwork to allow them to participate in the event of last minute engagement.</p>	
<p><u>12. Marching Band</u></p> <p>KR confirmed the Marching Band have been busy practising for the Remembrance Day Parade.</p> <p>KR has been in contact with Ian Lockwood from 37th Kingswood who has been</p>	

<p>asked to provide a list of costings for their musical instruments which they are seeking to dispose of and may be of use to our group. KR is collating a Marching Band group wish list which is in addition to the equipment available from the Kingswood.</p> <p>The exec committee agreed in principle that the Group should purchase available equipment from Kingswood. HT stated that he believes sufficient funds are available to support this but will confirm.</p>	
<p><u>13. Membership Award Funding</u></p> <p>CM and NN stated that not required at this stage and will discuss further at Group strategy Meeting in January 2017 whether it should be pursued.</p>	
<p><u>14. Wish List</u></p> <p>NN agreed to the purchase of a new urn as requested</p>	
<p><u>15. Health and Safety and Leaseholder Issues</u></p> <p>Health and Safety issues would be reviewed at the next Executive.</p> <p>DP suggested new leaders/group need to be advised about accident register and procedures.</p> <p>Leaseholds - NN approached council enquiring if we were to reduce our weekly usage (13 Tuesday sessions) would they reduce our rent contributions pro-rata. The response given was not acceptable. Exec decision to continue as we as.</p>	<p>CM</p>
<p><u>16. Any Other Business</u></p> <p>KR advised that joint badges had arrived but no name tags – NN stated they were on order.</p> <p>DP highlighted the need for an up-to-date key list for Holy Trinity. NN and CM to ensure it is updated and copy forwarded to BH.</p> <p>TH invited the group to have a look at the Bushcraft magazine and let him know whether they felt it would be of value to the group. The cost of the annual subscription is £18.00 which provides six publications a year.</p> <p>CM stated that the container roof needs attending as it is still leaking.</p> <p>BH requested the next Exec meeting is moved from Friday 13th January 2017 to Friday 20th January 2017 due to a domestic commitment – group approved.</p>	
<p><u>17. Date of Next Meeting</u></p>	

20 th January 2017	
-------------------------------	--