

**Minutes of a Meeting of 1st Bradley Stoke Scout Group Executive Committee  
On Friday 23rd June 2017 at Holy Trinity Church at 19.30**

Present:

Nick Nelson (Group Chair)	Dave Pace (AGSL - Cubs)
Clive Mason (Group Scout Leader)	Kath Robinson (AGSL - Beavers)
Barbara Holliday (Group Secretary)	Dan Shadbolt (AGSL - Scouts)
Ian Bakewell (Group Waiting List Co-ordinator)	Hugh Thorpe (Group Treasurer)
Belinda Hodgson (Group Fundraising)	Jo Bland (Group Administrator)
Matt Calloway (Youth Representative)	

Apologies:

Gareth Hardwick (ESL)  
Tomi Hernija (WAU)  
Mike Carr (WAU)  
Scott Warburton (Youth Representative)

<p><b>1. <u>Introductions</u></b></p> <p>Apologies were received from Gareth Hardwick, Tomi Hernija, Mike Carr and Scott Warburton.</p>	
<p><b>2. <u>Minutes of the last Meeting and Action List review</u></b></p> <p>It was noted that the Minutes of the Meeting held on 5th May 2017 had been circulated for review, and approved.</p> <p>NN asked that any completed items from the Action List be sent to BarbH for update / closure.</p>	All
<p><b>3. <u>Group Update / Issues</u></b></p> <p>CM said thank you to everyone involved in the Group camp for their outstanding support at what had been a brilliant camp.</p> <p>CM reported that all Sections currently had a very strong leadership team, apart from Friday Scouts, where the leaders are relatively new, and any new volunteer enquiries should be directed towards this Section.</p> <p>CM asked that AGSLs provide him with names of those who have received their Chief Scout Award this year, for a Roll of Honour at the forthcoming AGM.</p>	AGSLs

<p>Town Festival - CM advised that he had provided feedback regarding the Town Festival to the Town Council, it was agreed that the Group would make a £50 donation to the Town Council - HT to arrange payment.</p> <p>NN reported that the “queue here” signs worked well for the climbing wall, although a contingency for windy conditions was needed to hold down the Gala Tents, as it is only possible to secure one side by pegging it down, so would need to secure using sandbags or water containers.</p> <p>CM advised that the Group had received a thank you from Little Stoke Scouts for the invitation to join us at the Town Festival, they had been able to recruit more volunteers and young people to fill their Group.</p> <p>Group Camp - HT commented that the Beavers were overcrowded in the Gala Tents - when repeated an additional Gala Tent would be required. The options were discussed, including the possibility of joining three tents. KR reported that there needed to be better organisation for the Beavers’ kit bags, perhaps racking, as this caused problems.</p> <p>DS reported that offering activity preferences added another complication, Sunday’s rotation worked better than Saturday’s. DP said it would be necessary to adhere to cut off date for forms, possibly online submission of camp forms.</p> <p>CM asked the Executive to consider joining the Adult Appointment Panel (AAP) for County, the Panel sees 6-8 people an evening, and it would involve a couple of evenings a year. BarbH and NN agreed to represent the Group.</p> <p>BJam ‘18 - would be held on 25, 26 and 27th May, DP had agreed to organise the Group’s attendance, CM / KR asked that he delegate where possible to make the organisation less stressful.</p> <p>It was agreed that “1st Bradley Stoke Scouts on Tour” t-shirts be produced for the French Camp, using the Initially Yours vouchers. DS to obtain size requirements for NN within a week, to ensure they are printed in time.</p>	<p>BarbH/ NN</p>
<p><b>4. <u>Youth Representative</u></b></p> <p>NN advised that he would be ordering the new “Youth Rep” badges shortly.</p> <p>MattC reported that the Explorers would like to attend the AGM, NN confirmed that a formal invitation would be sent to the Explorers shortly.</p>	<p>NN</p>
<p><b>5. <u>Development Plan</u></b></p> <p>The Development Plan was agreed, and it would now be published on the Group’s website.</p>	<p>NN</p>
<p><b>6. <u>Finance Position</u></b></p>	

<p>HT discussed the Group's accounts which had been circulated prior to the meeting for the Executive to review. HT advised that difference between the full charity accounts and the management accounts figures was explained by the fact that the French camp and the £1,500 Council Grant were not included in the Charity accounts, and a credit for the unused grants had been included in the Management Accounts.</p> <p>HT confirmed that the current reserve fund balance was £6,000.</p> <p>Approval was given by the Executive, HT to arrange the signing of the accounts.</p> <p>HT advised that a letter of representation from the Group was required by Dunkley's, this was agreed and HT to sign on behalf of the Group.</p> <p>Subscriptions – HT advised that some subscriptions were being paid twice, as the original standing order had not been cancelled. HT to investigate further what can be done, if anything, by the recipient to cancel a standing order.</p> <p>HT confirmed that the transfer of bank accounts to Lloyds was underway. There are to be four signatories, and as these are all known to Lloyds there is no ID checks required. An account switching date of 1<sup>st</sup> September 2017 was suggested and agreed.</p> <p>BarbH commented that the Explorers were looking for a new Treasurer if HT had any ideas of people that may be interested.</p> <p>HT requested a copy of the Brook Way lease, as it was required by the Bank.</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p><b>7. <u>Quartermaster Update</u></b></p> <p>NN reported that there was one Vango with broken poles and zip and one pop up tent with broken poles. These would be repaired over the summer.</p>	<p>NN</p>
<p><b>8. <u>Fundraising Update</u></b></p> <p>The Town Festival raised £557, minus a £50 donation to the Town Council.</p> <p>BJH reported that fundraising in September included tea towels for Beavers and Cubs, bag packing for Cubs and Scouts and a Swimathon.</p>	

<p>In addition a parent has suggested a Greek Dinner and entertainment for January, instead of the Pies and Skittles Night. BJH intends to meet with the parent in September to discuss further.</p> <p>BJH confirmed that the Sainsbury's vouchers had been counted and a number of items ordered, which included compasses, a quick net and cookware.</p> <p>BJH and Michelle Pace are to prepare cooking boxes for each section, and review the Group's catering equipment.</p>	
<p><b>9. <u>Water Rats Unit Update</u></b></p> <p>NN advised that TH had reported that the Regatta has gone brilliantly and that the arrangements for the Pirate Day were going well.</p>	
<p><b>10. <u>Marching Band Update</u></b></p> <p>KR reported that Marching Band had been very nervous ahead of their performance at Town Festival, but reiterated how proud she was of them, it had been a huge achievement. KR confirmed that the Marching Band were now practicing for their part in the Remembrance Parade.</p>	
<p><b>11. <u>Events</u></b></p> <p>AGM – NN confirmed that he had written to all non-uniform members regarding their reappointment. NN to invite Bradley Stoke Journal, Bradley Stoke Matters and Bradley Stoke Radio. In addition, invitations would also be extended to Rev. Paul Hinkley, Dunkleys, Willowbrook and the Town Council. DS to send AGM / BBQ invitation to the Group.</p> <p>BJH to investigate the option of borrowing a BBQ for the AGM, failing that it would be necessary to purchase one.</p> <p>Group Trailer – NN suggested that the next investment should be a Group trailer (7m x 1.8m), which has a current list price of £6,500. DP raised the question as to what we would use to tow the trailer. It was suggested that perhaps a smaller box trailer would be of more use, easier to tow, could be used for storage by the Water Rats, in addition the purchase of a better canoe trailer or perhaps modification of the existing trailer. NN to discuss with the Water Rats.</p>	<p>DS</p> <p>BJH</p> <p>NN</p>
<p><b>12. <u>Wish List</u></b></p> <p>There were a number of items to be considered, pending the Group Camp debrief.</p>	

<p>KR asked that a smaller drum be purchased, as the current drum player was very petite, and unable to march with existing drum. KR to obtain costings for replacement.</p> <p>DS asked that an OS Maps subscription be added, cost £100. This was agreed this should be purchased and the log on details would be put on the shared area so that everyone could use.</p> <p>DS also asked that a compass storage case be added so that they are kept safe, cost £28 from Amazon, this was agreed.</p>	<p>DS</p> <p>DS</p>
<p><b>13. <u>Health and Safety and Lease Holder Issues</u></b></p> <p>DS advised the Executive of his concerns regarding a near-miss accident at Brook Way, when an electrical socket has been knocked off the wall when trying to remove tables from their new storage room. This had left live wires accessible, and a risk of electrocution. DS had taped the socket up and it had been reported to the Council. NN advised that he had written to the Council, and their response was awaited.</p>	
<p><b>14. <u>Any Other Business</u></b></p> <p>KR advised the Executive of her concern regarding the recent Beaver Den Building events held in Savages Wood. As required KR completed paperwork to advise the Council that they would be using Savages Wood, KR then received a confirmation together with an invoice in the sum of £37. NN / CM to email Council on behalf of the Group regarding this charge.</p> <p>DP confirmed the date of the Group Camp de-brief as Friday 7th July at Brook Way at 7.30pm, CM to email invitations.</p> <p>BarbH asked KR / DP for photographs / group pictures for use within the Trustee Report and CM to provide a organogram, no later than 5th July.</p>	<p>NN/ CM</p> <p>CM</p> <p>KR / DP / CM</p>
<p><b>15. <u>Date of Next Meetings</u></b></p> <p>12th July - AGM  15th September 2017 tbc  10th November 2017 tbc  12th January 2018 tbc</p>	