

**Minutes of a meeting of 1<sup>st</sup> Bradley Stoke Scout Group  
Executive Committee Meeting was held at Holy Trinity Church  
on Friday 22<sup>nd</sup> September 2017 at 19.30**

**Attendees:**

Nick Nelson (Group Chair)	Kath Robinson (AGSL – Beavers)
Clive Mason (Group Scout Leader)	Dan Shadbolt (AGSL – Scouts)
Dave Pace (AGSL – Cubs)	Ian Bakewell (Group Waiting List Coordinator)
Donna Carl (Thursday Beaver Leader)	Hugh Thorpe (Group Treasurer)
Tomi Hernija (Water Activity Unit)	Barbara Holliday (Group Secretary)
Belinda Hodgson (Group Fundraising)	Scott Warburton (Youth Representative)
Jo Bland (Group Administrator)	Matt Calloway (Youth Representative)

**Apologies received from:**

Gareth Hardwick (Explorer Scout)  
Mike Carr (Water Activity Unit)

**1. Welcome and apologies**

Apologies received from Gareth Hardwick and Mike Carr

**2. Minutes of the last Meeting and Action List**

The minutes were reviewed and approved.

The Action List was circulated and updated.

**3. Group Update / Issues**

CM commented that the Group and Sections were back after the summer break and were working fine. The Group Camp, Town Festival and French Camp had all been very successful.

There are now 276 young people (86 Beavers, 118 Cubs and 72 Scouts), there are also 115 young people on the waiting list. The Group has 52 uniformed volunteers and 10 young leaders.

CM reported that the priority for new leaders was Friday night Scouts. Each group requires 1 Section Leader and 3 Assistant Section Leaders.

CM advised that the Group needed to focus on Training, and ensuring that everyone is up to date, this highlighted the need for a Compass Administrator.

CM asked that Leader Reviews be completed to ensure we can see far enough ahead strategically.

<p>The new District website had been launched on Tuesday 19<sup>th</sup> September, CM to circulate a link and requested feedback from the Group which he would forward collectively.</p> <p>The Group's attendance at BJAM 18 is being led by Dave Pace.</p> <p>CM discussed the changes in the General Data Protection Rules, and the requirement for someone to be responsible for the Group's compliance. CM to approach Tony Robinson.</p> <p>CM circulated the District's strategy, Scouting Beyond 2018, and provided details of the Summit 17 Event to be held on 18<sup>th</sup> October 2017 at 1<sup>st</sup> Filton HQ, anyone was welcome to attend. [Post Meeting Note: This was subsequently cancelled due to poor support across the District]</p>	<p>CM</p>
<p><b>4. Youth Rep Update</b></p> <p>MattC and SW explained that they would be visiting each group and explaining a competition to design each colony's badge. It was discussed that the Beavers names were regularly used, the Cubs names were not really working and would need to be rethought, and whilst the Scouts names were fine, they were not really used. The new badges are to go below the District and County badges, and NN to provide details of the size and approval route.</p> <p>MattC voiced Explorer Scouts' concerns regarding the length of time it is taking to complete the Bronze Duke of Edinburgh Award, and asked if it was possible to start the preparation for this in Scouts, and start the Silver Award in Explorers. CM explained that the Group would need to be a Duke of Edinburgh provider, and he would look to see if this is an option.</p> <p>SW asked if it were possible for Explorer Scouts to join the Marching Band, KR agreed to attend an Explorer Scouts' meeting to publicise the Marching Band.</p> <p>MattC/SW asked that Explorer Scouts take part in more evenings with Scouts – CM advised that GH would need to make contact with DS to arrange this.</p>	<p>MattC/SW</p> <p>NN</p> <p>CM</p> <p>KR</p> <p>GH/DS</p>
<p><b>5. Development Plan</b></p> <p>NN to refresh the Development Plan with the Brunel's Beyond 2018, and update when completed. [Post Meeting Note: Update to be provided at next meeting following direction from HQ on likely strategy]</p>	<p>NN</p>
<p><b>6. Finance Position</b></p> <p>HT reported that Go Cardless currently owed the Group £9,000 which would be resolved in the next few weeks.</p> <p>HT advised that the consumables budget is not being spent.</p>	

<p>HT asked that DP check the details of the Group Camp expenses to ensure there was nothing outstanding, HT to provide.</p> <p>HT confirmed there had been a £800 loss on the French Camp, but that the bag packing proceeds in September would be allocated against this.</p> <p>MC had advised CM that the Beach flags for Water Rats had not yet been produced, as the resolution of the images were not good enough. CM asked that this be resolved as quickly as possible, as the Company holds Group funds.</p> <p>HT reported that the new NatWest bank account was now open, and he was awaiting a switching date from Co-op to Natwest.</p>	<p>HT/DP</p> <p>CM/MC</p> <p>HT</p>
<p><b>7. Quartermaster Report</b></p> <p>NN advised that the Group now has a trailer which solves the Water Rats storage problem, and that we now need to consider branding or graphics – CM to look into this.</p> <p>BH advised that the trailer would need to be added to the insurance, with the possibility of breakdown / recovery insurance to be considered. TH to provide BH with asset details, weight restrictions, etc.</p> <p>Alan C is regularly working at the container, and reported that there were two tents in need of repair, this would cost £70, while a new tent would cost £160. NN advised that the tents were being sorted in a week's time following the Scout Camp, so there may be more tents that require repair. He would circulate numbers of tents needed for consideration.</p> <p>CM confirmed that our bid for the Gala Tents had been unsuccessful, but they did remain a requirement for BJAM18, NN to look into the options available including the possibility of hiring the tents, benches and tables required.</p>	<p>CM</p> <p>TH</p> <p>NN</p>
<p><b>8. Fundraising Update</b></p> <p>BJH confirmed that the Cubs and Beavers had now completed the pictures for the tea towels, and the deadline for orders was 6<sup>th</sup> October 2017.</p> <p>Bag packing at Tesco is next weekend between 10.00-16.00 and leader support was needed, BJH to message through Facebook to request more help.</p> <p>BJH advised that the Swimathon was now booked for Saturday 18<sup>th</sup> November 2017, between 15.00-17.00. 50% raised would be going to the group and 50% to Children in Need. Entry form and posters had been drafted, these will be circulated to the District. Suggestion was made of a blanket badge instead of a medal for participants. BJH to look into cost and design.</p>	<p>BJH</p>

<p><b>9. Container Update</b></p> <p>NN advised that Michelle and BJH have now completed the kitchen boxes, and confirmed these worked well during Scout Camp. All Section boxes have also been completed. BJH requested that if anything gets broken or needs replacing to let her know, or arrange yourself.</p> <p>BJH confirmed that the Sainsbury's voucher items had arrived, and there was now a net set and new compasses at Brook Way.</p> <p>NN advised that BJH is to take charge of the indoor store at Brook Way, lost property needs to be reclaimed, BJH will send out a last warning before it is disposed of.</p> <p>NN expressed his concerns regarding the external shed at Brook Way, this needs to be reviewed, perhaps a bigger more secure shed. NN to discuss with the Council. BarbH advised that Holy Trinity were happy for us to have a second shed, which maybe an option, if items could be stored at Holy Trinity rather than Brook Way.</p>	<p>NN</p>
<p><b>10. Waiting List Policy</b></p> <p>IB suggested that there was a need to revise the policy, in respect of the way places were allocated, as there have been a few occasions recently where young people have moved from other Groups to 1<sup>st</sup> Bradley Stoke.</p> <p>IB asked the Executive to consider an eligibility criteria, not too rigid, some discretion, i.e. health grounds. "Not normally accept children that are already involved in Scouting within the District" It was agreed this should be added to policy.</p>	<p>DP</p>
<p><b>11. Water Rats</b></p> <p>TH confirmed that the storage issue has been resolved with the recent purchase of the Group's trailer.</p> <p>TH advised that he would look into what permits were required and the cost of organising Zorbing on the Lake., something that the young people had expressed an interest in. Risk assessments would also need to be completed.</p> <p>TH requested that Water Rats become a section on OSM, in order that they can run events through OSM, this was approved.</p>	<p>TH</p>
<p><b>12. Marching Band</b></p> <p>KR reported that there was currently a recruitment issue with the Marching Band, as there were currently only 9 members. KR to send an email across the</p>	<p>KR</p>

<p>District. Perhaps an appearance at BJAM18 would raise the Band's profile?</p> <p>KR advised that the Band were practicing hard for their performance at the Remembrance Parade.</p>	
<p><b>13. Events</b></p> <p><u>Remembrance Parade – 12<sup>th</sup> November 2017</u></p> <p>KR reported that she had had meetings with Dave Callow the Chief Safety Advisor and the planning was in place, invites would be sent electronically this week.</p> <p>Each Group that attends must attend that planning meeting, the two rehearsals before the Parade and they are required to provide one Safety Marshall for each 10 children attending.</p> <p>KR advised that the Jubilee Centre car park cannot be used as a starting point, and this year the start point will be the foot path leading through the park to the play area. This will be cordoned off to separate the young people from the parents and spectators.</p> <p>St John's Ambulance had been booked for the event and the Police were on board again this year.</p> <p>The organisation and planning for the event was very detailed and a portal with all the information regarding parking, health and safety etc, has been set up, and would be circulated.</p> <p>KR requested that CM as GSL take more of a role in this year's Parade, and being the flag bearer for the Union flag was suggested, this would enable all flag bearers to follow his lead.</p> <p><u>WOW Volunteers</u></p> <p>CM advised that he had again been contacted by UWE regarding the Group utilising volunteers during the week 19<sup>th</sup> Feb – 1<sup>st</sup> March 2018. However there was no activity we could support in that period and the offer would be declined.</p> <p><u>Town Festival</u></p> <p>The review notes had been taken on board, and the Group had rebooked for next year – Saturday 9<sup>th</sup> June 2018.</p> <p><u>World Scout Jamboree</u></p> <p>CM discussed the opportunity available to Scouts and Explorers to attend the World Scout Jamboree, taking place in USA, Canada and Mexico in 2018. There is a meeting on 2<sup>nd</sup> October 2017 to find out more details. There are 26 young</p>	<p>CM</p>

<p>people eligible to attend at 1<sup>st</sup> Bradley Stoke, and there are only 9 places in Brunel, the selection process will take place between now and Christmas.</p> <p>The total cost is £3,495 per person, with County offering £400 towards the cost, District yet to decide, and the Group will need to support by fundraising.</p>	
<p><b>14. Wish List</b></p> <p>NN advised that there would be some additions to this, in respect of equipment required for the BJAM18 attendance.</p>	
<p><b>15. Health and Safety</b></p> <p>NN and BarbH to review accident register before the next meeting.</p>	
<p><b>16. Any Other Business</b></p> <p>KR advised that there would be an event at the Willowbrook Centre on 23<sup>rd</sup> October 2018 to clean the memorial.</p> <p>SW offered his services to the Group to assist at BJAM18.</p> <p>NN advised that there needed to be a rescue procedure in place to access OSM, emails, banking apps etc, a list of passwords details etc, needs to be compiled – BarbH to coordinate this.</p> <p>BH asked if leaders could assist at the Swimathon, to count lengths.</p> <p>CM advised that he would scan and put on the shared drive, copies of the County and District Reports.</p>	BarbH
<p><b>Date of Next Meetings</b></p> <p><b>24<sup>th</sup> November 2017</b>  <b>19<sup>th</sup> January 2018</b></p>	