

**Minutes of a meeting of 1st Bradley Stoke Scout Group
Executive Committee Meeting was held at Holy Trinity Church
on Friday 20th April 2018 at 19.30**

Attendees:

Nick Nelson (Group Chairman)	Jo Bland (Group Administrator)
Clive Mason (GSL)	Kath Robinson (AGSL – Beavers)
Hugh Thorpe (Group Treasurer)	Dave Pace (AGSL – Cubs)
Barbara Holiday (Group Secretary)	Donna Carl (Beaver Representative)
Belinda Hodgson (Group Fundraising)	James Ford (ESL – Trident)

Apologies received from:

Tomi Hernija (WAU)	Mike Carr (WAU)
Dan Shadbolt (AGSL – Scouts)	Matt Calloway (Youth Representative)
Scott Warburton (Youth Representative)	Ian Bakewell (Group Waiting List Co-ordinator)
Gareth Hardwick (ESL – Trident)	

Invited Guests:

Tony Robinson and Daniel Ford

<p>1. Welcome and Apologies</p> <p>Apologies received from Tomi Hemija, Mike Carr, Dan Shadbolt, Matt Calloway, Scott Warburton, Ian Bakewell and Gareth Hardwick.</p>	
<p>2. Minutes of the last meeting and Action List</p> <p>Minutes of the last meeting were approved, and NN reminded everyone that the Action List needs to be reviewed and any completed items marked as clear so that BarbH can update.</p>	All
<p>3. Financial Position</p> <p>HT advised that the new budget was being compiled, and HT would circulate to the Executive.</p> <p>The management accounts show a surplus of £10,717 to the end of March 2018 (the £4,000 Tesco’s Grant doesn’t appear in the account until it is spent) and the Charity accounts have a total surplus of £14,136.03.</p> <p>HT advised that due to personal circumstances Lyndsay Griffiths was not currently able to assist at the moment, and he and BJH were currently authorising payments. HT to meet with Lyndsay Griffiths in September to</p>	HT

<p>review her possible involvement with the Finance Team.</p>	
<p>4. GDPR</p> <p>Tony Robinson and Darrell Ford delivered a briefing on the forthcoming introduction of the General Data Protection Regulation (GDPR) and its requirements which come into force on the 25th May 2018. Tony and Darrell will provide advice and guidance but responsibility and accountability for the Group's compliance sits with the Executive Committee.</p> <p>A discussion followed regarding the Group's implementation of GDPR, and the suggested training for the Group's Adult helpers. TR and DF agreed to maintain the Scout Association mapping framework, with details for the Group.</p> <p>TR and DF to meet with HT regarding the financial information held and Gift Aid to add to the framework.</p> <p>TR and DF to draft the Group's GDPR statement for inclusion in the Trustees Report.</p> <p>GDPR is now to be included as a standard item on the agenda of all Executive Committee meeting.</p>	<p>TR / DF</p> <p>TR/DF/HT</p> <p>TR/DF</p> <p>BarbH</p>
<p>5. Group Strategy</p> <p>CM advised that he would be attending the SW Conference on 12th May 2018 which will provide details of the rebranding and Beyond 2018 Strategy.</p> <p>CM confirmed that the Group's future strategy would be placed on hold until the Beyond 2018 Strategy had been announced.</p>	<p>CM</p>
<p>6. Trustees Report</p> <p>BarbH requested that contributors update the existing Trustees Report, so that the current formatting remains unchanged. A copy of the Trustees Report is available in the Executive drive. BarbH confirmed the deadline for the Trustees Report is 29th April 2018. Please confirm to BarbH when AGSLs have completed their Section contribution.</p> <p>It was agreed that Tony Robinson and Darrell Ford be given access to the</p>	<p>NN / CM and AGSLs</p>

Executive drive, so that details of GDPR can be added.	
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<p>7. Any Other Business</p> <p>KR advised that there would not be a performing arena at the Town Festival, and therefore the Marching Band would not be performing, their next performance would be at the AGM in July.</p> <p>The issue of transferring or copying young people records between Sections on OSM was discussed, it was agreed that records would no longer be copied, they would be transferred by Section Leaders, to avoid duplication.</p> <p>BJH updated the Executive as to the quotations for van hire for upcoming events; £400 for BJAM in May and £300 for the Town Festival. BJH was awaiting a call back from the Manager of Thornbury Self Drive to confirm the most competitive terms we are able to obtain.</p> <p>BarbH confirmed that she would be contacting Holy Trinity regarding the placement of an additional storage shed and also the situation regarding the alarm repair that had been reported at the last Executive Meeting.</p> <p>CM advised that the Monday Cubs leaders support has potentially been solved, however, Friday Cubs were in need of an additional leader, as Greg will only be supporting Friday Beavers.</p>	<p>BJH</p> <p>BarbH</p>
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<p>Dates of Next Meetings</p> <p>15th June 2018 11th July 2018 (AGM)</p>	
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