

**Minutes of a meeting of 1<sup>st</sup> Bradley Stoke Scout Group  
Executive Committee Meeting was held at Holy Trinity Church  
on Friday 8<sup>th</sup> March 2019 at 19.30**

**Attendees:**

Nick Nelson (Group Chairman)	Kath Robinson (AGSL – Beavers)
Clive Mason (GSL)	Hugh Thorpe (Group Treasurer)
Dave Pace (AGSL – Cubs)	Ian Bakewell (Group Waiting List Co-ordinator)
Donna Carl (Beaver Representative)	Dan Shadbolt (AGSL – Scouts)
Belinda Hodgson (Group Fundraising)	Jo Bland (Group Administrator)
Barbara Holliday (Group Secretary)	Tomi Hernija (WAU)

**Apologies received from:**

Matt Calloway (Youth Representative)	Ryan Watts (WAU)
Scott Warburton (Youth Representative)	Gareth Hardwick (ESL – Trident)

<p><b>1. Welcome and Apologies</b></p> <p>Apologies received from Scott Warburton, Matt Calloway, Gareth Hardwick and Ryan Watts</p>	
<p><b>2. Minutes of the last meeting and Action List</b></p> <p>Minutes of the last meeting were approved and the Action List was reviewed, the Action List will be incorporated in the Minutes of the Meeting, going forward.</p> <p><u>Action List</u></p> <p>(a) Rescue procedure – BarbH and TR to research a single password repository product. All passwords and log in details to be sent to BarbH.</p> <p>(b) New trailer signage. NN has identified stick-on signage, to include 1<sup>st</sup> BSS and Water Rats. Water Rats to confirm requirements.</p> <p>(c) It has been confirmed that the trailer has not been plated. BarbH to speak to Unity regarding insurance, does it need to be plated? Are we able to get it plated? BJH suggested that John Hodgson could look into this, and she would report at the next Executive Meeting.</p> <p>(d) Second signatory for Group bank account – HT to chase the Bank, as all the forms have been submitted.</p> <p>(e) Purchase of surveyor’s ladder for Brook Way – Mike Carr to arrange.</p>	<p>All</p> <p>WAU</p> <p>BarbH / John Hodgson</p> <p>HT</p> <p>Mike Carr</p>

<p><b>3. Group Update / Issues</b></p> <p>CM presented NN with his five years' service award, and thanked him for his dedication to the Group.</p> <p>CM advised that the District Commissioner search was ongoing and he had been interviewed for the role, and reiterated that he would be stepping down as GSL, his final day will be 31<sup>st</sup> May, although there would be a transitional period.</p> <p>The numbers for the Census have been submitted, which was a drop in volunteer numbers. Young people, dropped from 236 to 235, and the adult volunteers dropped from 103 to 76 (this figure is only fully appointed adults. The District as a whole had seen an increase of 8% in young people numbers.</p> <p>CM expressed his concern that adult volunteers remain in a fragile state in some Sections. CM had received two enquiries this week, and would be commencing an aggressive recruitment campaign in a couple of weeks.</p> <p>Friday Cubs has only 1 leader, Friday Beavers has potential problems, and Friday Scouts are in need of more help.</p> <p>CM advised that an Experience Survey would be sent to the Scout membership, everyone should complete this, as it does make a difference.</p> <p>CM confirmed that the Focus Group was being held tonight with parents, at the request of the Scout Headquarters, regarding the new uniform.</p> <p>CM requested that anyone that had not completed the GDPR module, and any volunteers that have not yet completed this, should be chased up.</p> <p>CM advised the Executive that the search for the new GSL would commence, and whilst this was a District Appointment, the search would have to be driven by the Executive and the leadership team.</p>	<p>All</p>
<p><b>4. Youth Rep Update</b></p> <p>Section Badge competition entries have closed, now being considered. Youth Reps would like to be involved in the selection. Chosen designs to be sent to NN by the end of March, he will then ask Mike Carr to arrange for them to be made up.</p> <p>SW and MC are collecting ideas for projects, have visited some sections, but more to do, will speak to the remaining Sections.</p>	<p>AGSLs / NN</p>
<p><b>5. GDPR</b></p> <p>This will be reviewed at the next Executive.</p>	

<p><b>6. Finance</b></p> <p>HT confirmed that the Gift Aid claims have been submitted up to 2014, claims to be submitted for 2015 - £1,579, 2016 - £1,521 and 2017 - £1,754, therefore just over £4,500 will be added to the Development Fund to be used for a new container.</p> <p>HT advised that the Group's budget for next year will be updated.</p> <p>HT has contacted Dunkleys to make sure they are happy to audit the Group's Accounts this year, he awaits a response.</p>	<p>HT</p> <p>HT</p>
<p><b>7. Fundraising Update and Wish List</b></p> <p>BJH reported that the fundraising for the Beaver Legoland Sleepover was going well, the Silver Smartie Tubes had raised £200 so far, Sunday sees the Beaver Swimathon, there is a Bingo Night with raffle and cake sale, as well as a planned bag pack. BJH has also secured match funding up to £500, and The Rotary Club are sponsoring the t-shirts.</p> <p>KR and BJH are looking into the possibility of a "Live Lounge" style performance fundraiser which could include a raffle.</p> <p>BJH advised that she was already looking into new ideas for the Town Festival, to refresh the format.</p> <p>BJH reminded everyone to remember to use Easy Fundraising.</p> <p>NN advised that everything on the Wish List had been purchased, and requested that a case (£20) and lanyards (£24) for the GPS devices be added, purchase of these was approved. The shredders are still to be purchased.</p> <p>TH requested storage boxes for the archery bows and roll out matting / runner to stop ricocheting arrows – Mike Carr to purchase.</p>	<p>KR/BJH</p> <p>All</p> <p>NN</p> <p>Mike Carr</p>
<p><b>8. Annual Report</b></p> <p>The Annual Report will run from 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019.</p> <p>BJH advised that the draft copy of the Report will need to be sent to Dunkleys by the end of April.</p> <p>There will be reports from the three sections, CM, NN , Water Rats and Marching Band.</p>	<p>AGSLs, CM, NN, TH.</p>

<p><b>9. Marching Band</b></p> <p>KR confirmed that the Marching Band hopes to perform at the “Live Lounge” and she was waiting further details of “Forces Day” in June.</p> <p>KR advised that a couple of Scouts have joined the Marching Band.</p>	
<p><b>10. Water Rats</b></p> <p>TH advised that the four sessions of scuba had been really successful. The proposed plan would be starting after Easter. TH to circulate details of the Pirate Day for Cubs / Scouts.</p> <p>TH confirmed that they had applied for a Tesco’s grant for stand-up paddle boards.</p>	
<p><b>11. Events</b></p> <p><b>Leaders Camp</b> – TH advised that there were six families going, to date, the pitch is booked and deposit paid. He would arrange a meeting on 29<sup>th</sup> March, to discuss expectation, ideas, and the possibility of booking an external supplier, e.g. forager. TH to confirm venue.</p> <p><b>Bradley Stoke Town Festival</b></p> <p>BJH requested CM’s input on the application for the Festival regarding archery.</p>	<p>TH</p> <p>BJH/ CM</p>
<p><b>12. Accident Register</b></p> <p>No patterns to report.</p> <p><b>Leaseholder Holder Issues</b></p> <p>NN advised that he would be sending reminders to all Section Leaders, not to leave completed accident forms in first aid box, they must be put in the registers.</p> <p>BarbH advised that there had been a small increase in rent, of 50p per hour at Holy Trinity.</p>	<p>NN</p>

<p><b>13. Any Other Business</b></p> <p><b>Waiting List</b> – NN / IB to email the waiting list with the GDPR statement, if no reply they will be removed from the waiting list, it is required that they respond saying they are happy with the GDPR statement. Currently 103 on the waiting list (38 of Beaver Age).</p> <p>DS to include a link on the website taking you straight to the OSM waiting list, with a link to the Admissions Policy. Parents are then responsible for inputting correct contact details and email. IB will be emailed notification when someone joins. Parents will get a “thank you”.</p> <p>HT was asked to send Ben Robinson an email, as a new participant at the World Jamboree, offering a Group contribution of £300.</p> <p>BarbH requested copies of the invoices for the new gas canisters and the padlock for the insurance claim.</p> <p>NN advised that hoodies and t-shirts would in future be ordered online direct from Initially Yours.</p> <p>NN confirmed that he would put a Partnership Agreement with Explorers in place.</p>	<p>NN/IB</p> <p>DS</p> <p>HT</p> <p>BarbH</p> <p>NN</p>
<p><b>14. Date of Next Meeting</b></p> <p>10th May 2019 AGM – 10<sup>th</sup> July 2019</p>	