

**Minutes of a meeting of 1st Bradley Stoke Scout Group
Executive Committee Meeting was held at Holy Trinity Church
on Friday 6th September 2019 at 19.30**

Attendees:

Clive Mason (District Commissioner and GSL)	Nick Nelson (Group Chairman)
Kath Robinson (AGSL – Beavers)	Hugh Thorpe (Group Treasurer)
Dave Pace (AGSL – Cubs)	Belinda Hodgson (Group Fundraising)
Jo Bland (Group Administrator)	Barbara Holliday (Group Secretary)
Tony Robinson	Ryan Watts (WAU)
Ian Bakewell (Group Waiting List Co-ordinator)	Tomi Hernija (WAU)

Apologies received from:

Darrell Ford	Matt Calloway (Youth Representative)
Scott Warburton (Youth Representative)	Donna Carl (Beaver Representative)
Dan Shadbolt (AGSL – Scouts)	Gareth Hardwick (ESL – Trident)

<p>1. Welcome and Apologies</p> <p>Apologies received from Darrell Ford, Scott Warburton, Dan Shadbolt, Matt Calloway, Donna Carl and Gareth Hardwick.</p>	
<p>2. Minutes of the last meeting, AGM and Action List</p> <p>Minutes of the May meeting were approved and the Action List was reviewed.</p> <p>The motions from the AGM were approved as a true record.</p> <p><u>Action List</u></p> <p>a) A password database kept on the Group drive is being compiled by TR.</p> <p>b) New trailer signage. NN to proceed.</p> <p>c) Trailer plating – BarbH to check with Unity if the trailer can be insured without plating.</p> <p>Four trailers require welding, and should not be used until this has been completed.</p> <p>d) Mike Carr to purchase a surveyor’s ladder for Brook Way.</p>	<p>TR</p> <p>NN</p> <p>BarbH</p> <p>MC</p>

<p>3. Group Update / Issues</p> <p>CM advised that he was completely transitioned into his role as District Commissioner, and Beena Chheda and HT are getting the District Finances up to date.</p> <p>CM informed the Executive that the District AGM is to be held on 21st September, at which the new District website would be launched.</p> <p>The Scout Craft Survey is half way through being completed and this will identify what, when and where Scout craft training is needed.</p> <p>CM confirmed that he had completed a District brainstorming exercise with GSLs, the results of which would be collated and would highlight what is required by GSLs and what is needed.</p> <p>DS had a positive visit to a pilot of the “Hedgehog” Section, which is for 4-7 year olds.</p> <p>CM advised that there were currently vacancies for the District Chair and District Treasurer, these positions had now been advertised on Ethical Angels, which advertises corporate volunteer vacancies. There are also three District Executive vacancies, which the Executive were asked to consider.</p> <p>NN highlighted the fragility of Friday night Beavers, which KR was currently running. With regards to the GSL search, CM advised that it was possible to agree to run the Group with a Chairman and 3 AGSLs, instead of a GSL. It was decided to start the search and test the water, as it would be good to have someone else on the Exec.</p> <p>NN to be the Search Group Chair. The Search Group to be made up 4-6 people, from Section Leader, Parent, Member of the Executive, District Representative, Other GSL and Youth Rep, who will draw up a shortlist. The shortlist will then be interviewed by the DC.</p> <p>CM discussed the upcoming initiative of Adult Recruitment Workshops, which will be run by the Regional Support Team. CM asked that when you receive notification of these, please support.</p> <p>CM requested that everyone log onto Compass and check their record, to ensure all contact details remain up to date.</p> <p>CM emphasised the importance of ensuring that all parent helpers and visitors are asked to read the Yellow Card, even if it is a one off.</p>	<p>All</p>
<p>4. Group Compliance</p> <p>After discussion, the Exec confirmed that RW, TH, DF and TR were Co-opted Members and advised that if Youth Reps, MC and SW, wished to continue on the Executive they would need to be Co-opted Members and therefore Trustees.</p> <p>NN asked DP to update the Admissions Policy and circulate for review.</p>	<p>NN, MC, SW</p> <p>DP</p>

<p>5. GDPR</p> <p>TR has now dealt with obsolete email addresses, and advised that he is now planning the next items. E-privacy regulations, GDPR, Intranet, refresh website, group drives and G suite. There is a lot to do, and there is the need for perhaps another person to assist TR. TR and DF to continue the review security on team drives and move shared folders into team drives.</p> <p>TR to provide NN details of the skills an assistant would need.</p> <p>TR to meet with HT to discuss finance and GDPR.</p>	<p>TR/DF</p> <p>TR/NN</p> <p>TR/HT</p>
<p>6. Finance</p> <p>HT advised that there had been a change to budget at full year, subscriptions were now discounted by 5% to cover free starter months etc. The budget to full year shows a loss of £2847, which is comfortable given potential fundraising etc.</p> <p>HT reported that the year to date was £1,000 off budget for subscriptions, this had occurred as the Group has less members than budgeted numbers.</p> <p>HT advised that subscriptions were currently in arrears, there are currently 10 members not paying, it was agreed that AGSLs should seek payment of arrears.</p> <p>HT reported that the Cub Camp had a deficit of £486, as the cost of the van hire had not been factored into the cost. Also the Beavers Legoland camp had a deficit of £370.</p> <p>NN asked that any comments to the Finance Policy (circulated previously) are made to HT.</p>	<p>AGSLs</p> <p>All</p>
<p>7. Quartermaster</p> <p>NN advised that BJH had agreed to be the caretaker Quartermaster.</p> <p>BJH reported that on a recent inspection of the containers, tents had been put away wet, and had been destroyed by mould. Tents had also been put away with broken poles, which have been sent away for repair.</p> <p>NN asked that all equipment be returned to the containers, as BJH would be keeping an inventory on OSM, with a system for booking items out, and a way of reporting items that are in need of repair when they are returned.</p> <p>BJH disappointingly reported that the Section Boxes had been left in a very poor condition, utensils has been left mouldy and dirty, BJH asked that if something is broken or in need of replacing, please let her know.</p> <p>BJH would be organising another day at Grange Court to organise the racking, review.</p>	<p>All</p>

<p>8. Fundraising</p> <p>BJH advised that the Live Lounge event would be a combined event with the Macmillan Coffee Morning.</p> <p>BJH confirmed that future events would include a Bingo Night by the end of the year, and a Skittles and Pie night in February. BJH had also had a request for another Wine and Cheese Night.</p>	
<p>9. Planning Application</p> <p>NN advised that he is seeing the Council on 18th September 2019 at the next Full Council Meeting.</p>	
<p>10. Badges</p> <p>MC has produced four Beaver badges and four Cubs badges, but not yet the Scouts badges.</p> <p>NN would send these to the County Commissioner for approval, and explain that there are another three badges to follow.</p>	<p>NN</p>
<p>11. Marching Band</p> <p>KR confirmed that the Marching Band would be playing at the Live Lounge and the Remembrance Parade.</p>	
<p>12. Water Rats</p> <p>TH asked if Water Rats could utilise the old container from Brook Way at Trench Lane, subject to arrangements / lease. This was agreeable in principle and would save arranging disposal.</p> <p>TH reported that they had bought more paddles, which would be great for developing the programme.</p> <p>The cost of the two new SUPs had already been covered by selling unused items. TH reported that they had been a huge success at the Big Splash. The Water Rats were already planning the Big Splash for next year.</p> <p>TH advised that he and MC now hold permits to take young people out on moving water.</p> <p>It had been a good year, and Water Rats had run over 21 sessions.</p>	

<p>13. Health and Safety and Leaseholder Issues</p> <p>BarbH confirmed that Holy Trinity would be replacing finger guards and placing a door stop to prevent fingers being shut between door handles and walls. Holy Trinity has also agreed for the Group to use the fire pit next year.</p> <p>NN is to discuss with the Council the use of the toilets at Brook Way by the radio station, they should be using their own toilet and not entering the main building.</p>	<p>NN</p>
<p>14. Any Other Business</p> <p>TH put forward a proposal of organising a Marksman event, involving all sections, including archery, tomahawks and rifles. TH to look into costs for this type of event, and share his proposals.</p> <p>TH expressed his interest in getting his Night Away Permit, and possibly organising some survival camps for the Group.</p> <p>NN clarified that the insurance claim had now been paid.</p>	<p>TH</p>
<p>15. Date of Next Meeting</p> <p>15th November 2019 17th January 2020 13th March 2020 1st May 2020 12th June 2020 AGM - 8th July 2020</p>	