

**Minutes of a meeting of 1st Bradley Stoke Scout Group
Executive Committee Meeting was held at Holy Trinity Church
on Friday 15th November 2019 at 19.30**

Attendees:

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)	
Scott Warburton (Youth Representative)	

Apologies received from:

Clive Mason (District Commissioner and GSL)	Nick Nelson (Group Chairman)
Darrell Ford	Matt Calloway (Youth Representative)
Donna Carl (Beaver Representative)	Dan Shadbolt (AGSL – Scouts)
Gareth Hardwick (ESL – Trident)	Tomi Hernija (WAU)

<p>1. Welcome and Apologies</p> <p>Apologies received from Clive Mason, Nick Nelson, Darrell Ford, Matt Calloway, Donna Carl, Dan Shadbolt, Gareth Hardwick, Tomi Hernija.</p>	
<p>2. Minutes of the last meeting, AGM and Action List</p> <p>Minutes of the September meeting were approved and the Action List was reviewed.</p> <p><u>Action List</u></p> <p>a) A password database kept on the Group drive is being compiled by TR – ongoing.</p> <p>b) New trailer signage ordered – RW to arrange for them to be put on the trailer – closed.</p> <p>c) Trailer plating – BarbH to check with Unity if the trailer can be insured without plating – BarbH is waiting to hear back from Unity.</p> <p>d) Mike Carr still to purchase a surveyor’s ladder for Brook Way, RW to arrange purchase with MC.</p>	<p>TR</p> <p>NN</p> <p>BarbH</p> <p>MC</p>

<p>3. Group Update / Issues</p> <p>KR advised that there had been a number of people enquire about becoming an adult helper – she had sent them additional information.</p> <p>The Executive was advised that there had been a candidate for the position of GSL, NN had met with them, they were already involved with Scouting and St John’s Ambulance.</p>	
<p>4. Youth Rep</p> <p>SW confirmed that the Youth Reps had visited all the Beavers and Cubs before the summer, everyone had reported that they were enjoying the programme. SW/MC were collating a report, detailing what they would like to do in the future and which badges they would like to cover; suggestions had included local projects, animals and environment. The report would be circulated to KR and DP.</p> <p>SW advised that Scouts had said they would like to continue their involvement with the Homeless Charity; the young people would like to continue with collections and sponsored events.</p> <p>The badges had been approved and sent for production. HT advised the invoice had been settled, and it was hoped the badges would arrive before Christmas.</p>	SW/MC
<p>5. GDPR</p> <p>TR asked MC to complete his GDPR Module. The GDPR Module should be completed when email accounts are requested.</p>	MC
<p>6. Finance</p> <p>HT advised that the Refund Policy had changed and there is no longer a requirement to include a form. HT is happy to accept a refund request by email. NN to publish on website.</p> <p>HT reported that the Year to the End of October showed a surplus of £5,218.</p> <p>Subscriptions continue to run below budget, it is not clear why. HT to investigate on a month by month basis, to clearly understand the situation.</p>	<p>NN</p> <p>HT</p>

<p>HT advised that the consumable and badge budget was not being spent, should there be any requirement.</p>	
<p>7. Quartermaster</p> <p>BJH advised that work to develop the Quartermaster database within the Quartermaster Section is ongoing with the objective being to have it fully operational.</p> <p>It was reported that following the recent Scout camp, there were a number of tents that needed to be dried and cleaned. BJH asked the Executive to consider whose responsibility this should be, the Camp Leader or the Quartermaster?</p> <p>It was agreed that the Camp Leader needed to be responsible for returning the kit in a good condition and report any damage.</p> <p>BJH asked that if any new equipment is purchased, they should advise the Quartermaster, ensuring items are added to the database - BarbH to email adult volunteers.</p> <p>BJH to create a draft policy and procedures, which should form part of camp planning, this will include booking in and out sheets.</p> <p>BJH reported that the indoor store at Brook Way was a mess again and storage boxes were missing. Boxes should not be removed from the indoor store. BJH to obtain a list from GH, as to what equipment in the store belongs to Explorers.</p>	<p>BarbH</p> <p>BJH</p> <p>BJH/GH</p>
<p>8. Fundraising</p> <p>BJH had no update on fundraising.</p> <p>KR suggested a family sponsored walk for next year's Children in Need.</p> <p>BJH advised that Mike Carr had suggest a sponsored "dunk" for Scouts and Explorers – Mike Carr to look into this.</p>	<p>Mike Carr</p>
<p>9. Planning Application – Update</p> <p>It was reported that NN was hoping for a decision before Christmas.</p>	

<p>10. Marching Band Update</p> <p>KR reflected on the success of the Marching Band’s performance at the Remembrance Parade.</p>	
<p>11. Water Rats</p> <p>RW confirmed that next year’s planning session was taking place next week, and it was hoped to finalise the programme by the end of January. Any feedback on this year’s sessions would be appreciated.</p> <p>DS asked that as Scouts did kayaking this year, was it possible to do rafting next year – offering more places.</p> <p>DP asked Water Rats to consider that there are not enough places, for all Cubs to take part. RW said we’d need to recruit more volunteers. BJH suggested the possibility of offering two sessions on the Cub nights, offering more places.</p>	RW
<p>12. Remembrance Parade Review</p> <p>KR reported that the feedback on this year’s Parade had been positive, and the event ran better than last year. A date for the debrief to be arranged.</p>	KR
<p>13. Health and Safety and Leaseholder Issues</p> <p>Nothing to report.</p>	
<p>14. Any Other Business</p> <p>BarbH asked the Executive to consider a donation to Tom Shadbolt, for his attendance at Eurojam 2020. The County and District had made a donation of £250 each, and the Board approved a Group donation of £250 – HT to arrange payment.</p> <p>TH had asked the Executive to consider his attendance: Cross Bow Training Course on 30th November 2019, for two days, at a cost of £100 and £58 for annual membership / insurance. This expenditure was approved.</p> <p>DP spoke about the administration of the Group’s attendance at Ajam. It was agreed that DS would set up a new Ajam Sub Group on OSM. Making it easier</p>	HT TH DP/DS

<p>to send invites out earlier, and not having to wait for young people to move sections after Christmas.</p> <p>HT instructed the Board that MC and SW should be added as Trustees and he would complete the appropriate paperwork.</p> <p>HT advised that Go Cardless require a Group contact details for any queries, they have HT's email address, but a Group telephone number is required, as it currently lists the Go Cardless telephone number. Thought would be given to which number should be listed.</p> <p>SW thanked the Executive for the Group's donation in his Mother's memory.</p>	<p>HT</p> <p>HT/NN</p>
<p>15. Date of Next Meeting</p> <p>17th January 2020 13th March 2020 1st May 2020 12th June 2020 AGM - 8th July 2020</p>	