

**Minutes of a meeting of 1st Bradley Stoke Scout Group
Executive Committee Meeting was held via Zoom
on Friday 1st May 2020 at 19.30**

Attendees:

Nick Nelson (Group Chairman)	Dan Shadbolt (AGSL – Scouts)
Clive Mason (District Commissioner and GSL)	Kath Robinson (AGSL – Beavers)
Hugh Thorpe (Group Treasurer)	Belinda Hodgson (Group Fundraising)
Barbara Holliday (Group Secretary)	Dave Pace (AGSL – Cubs)
Jo Bland (Group Administrator)	Gareth Hardwick (ESL – Trident)
Tomi Hernija (WAU)	Ryan Watts (WAU)
Tony Robinson	Scott Warburton (Youth Representative)
John Morris (Cubs Section Leader)	

Apologies received from:

Matt Calloway (Youth Representative)
Donna Carl (Beaver Representative)
Ian Bakewell (Group Waiting List Co-ordinator)

<p>1. Welcome and Apologies</p> <p>Apologies received from Matt Calloway, Donna Carl and Ian Bakewell.</p>	
<p>2. Minutes of the last meeting, AGM and Action List</p> <p>Minutes of the March 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 – TR suggested introducing increased security for accounts – two factor authentication for every user in the Group. Password document will have limited access and a password requirement. It was agreed for this should be put in place, TR to produce a “user guide” to be circulated prior to changes.</p> <p>b) BarbH to email adult volunteers, requesting that they advise the Quartermaster when any new equipment is purchased, to ensure it is added to the database – BarbH to send.</p> <p>c) BJH to create a draft policy and procedures for equipment, to form part of the camp planning, to include booking in and out sheets – BJH to re-circulate.</p> <p>d) BJH to obtain a list from GH, of the equipment in the indoor store at Brook Way that belongs to the Explorers. – GH to resend</p>	<p>TR</p> <p>BarbH</p> <p>BJH</p> <p>BJH / GH</p>

<p>e) HT to complete the appropriate paperwork for MC and SW to be added as Trustees of the Group – SW added, MC details have been sent.</p>	HT
<p>f) Container planning application - to discuss with the Council the possibility of a permanent structure – have attempted to arrange meeting, but would need to be face to face, which is not possible – ongoing.</p>	NN/CM
<p>g) Youth reps SW and MC to liaise with leaders and schedule visits to all sections – on hold.</p>	SW/MC
<p>h) BJH to prepare and circulate a Quartermaster policy - document drafted and ready for peer review – ongoing.</p>	BJH
<p>i) BJH to circulate an email regarding cleaning of dirty tents – on hold.</p>	BJH
<p>j) BarbH – Unity - VE Day Insurance is now academic, but advised that it is a good insurance to be considered for future events – closed.</p>	
<p>k) Trailer cover and driver liabilities in the event of an accident, whilst towing a trailer - BarbH to make further enquiries with Unity – Awaiting a reply.</p>	BarbH
<p>l) Group position regarding hardship fund in the current climate, conversations should be between AGSL, NN and HT – assistance can then be applied as appropriate. Normal business – closed.</p>	
<p>m) Ongoing subscriptions during the Covid-19 crisis, given face to face meetings have now been put on hold. This has been calculated and implemented – closed.</p>	
<p>n) Recommendations for September 2020 increase in subscriptions – this has been overtaken by events – closed.</p>	
<p>o) Gas cylinders – NN was able to confirm that he had visited and the cylinders are safe and securely stored – closed.</p>	
<p>p) Archery bosses to be moved from inside Brook Way to the container NN advised this had been done – closed.</p>	
<p>q) Request for outside lighting at Brook Way to remain on until 10pm, as without it, it is dangerous and provides no visibility to Group members and Section Leaders – ongoing.</p>	NN
<p>r) Lack of medical gloves in First Aid Box – KR to replenish.</p>	KR
<p>s) Trustee Report contributions – still needed – please send to BarbH.</p>	BarbH
<p>t) Cub Summer Camp, Biblins 2020 – due to the current situation (Coronavirus) the booking had been deferred to 2021 – closed.</p>	

<p>HT advised that the Swimathon monies were still to be paid to Children in Need, the AJAM refunds were made in April.</p> <p>HT confirmed that subscriptions were as expected, NN asked that HT keep an eye on any cancelled direct debits for subscriptions, so that we enquire to find out why, and keep as many young people as possible engaged with Scouting.</p> <p>The current budget was discussed, but this would need to be reviewed when face to face scouting is possible – the holding position had been agreed.</p> <p>GH asked when Brook Way rent would be payable again, HT advised that it was not currently payable, and would not be chargeable until meetings can be held again as per the Government directive.</p>	
<p>7. Quartermaster</p> <p>No updates.</p> <p>BJH reported that the booking system through OSM is yet to be implemented.</p>	BJH
<p>8. Fundraising</p> <p>BJH advised that everything is currently on hold.</p>	
<p>9. Section Update</p> <p>DS reported that the Scouts are meeting virtually and there would potentially be virtual investitures.</p> <p>DP advised that the Cubs were not currently meeting virtually, but there were plans to try this. ‘Badges at Home’ were being released weekly, with specific instructions for completion.</p> <p>KR confirmed that Beavers were not currently meeting virtually, as there had been no interest from other Beaver leaders. ‘Badges at Home’ had been released across the section.</p> <p>CM asked that AGSLs keep in mind parents that do engage as potential volunteers when face to face meeting resume.</p>	
<p>10. Marching Band</p> <p>Nothing to report.</p>	

<p>11. Water Rats</p> <p>TH and RW advised that there had been a Water Rats meeting on Monday to catch up and discuss what potentially could be done when the Group is able to engage again. The Big Splash could possibly be rearranged to September.</p>	
<p>12. Events</p> <p>DP confirmed that refunds following the cancellation of AJAM had been made, there remained 18 people who had not provided their bank details for their refund to be processed. DP also advised that it had been rebooked for the same weekend next year.</p> <p>DS reported that ‘Camp at Home’ had seen 84,000 people globally from 67 countries take part. There were 120 on OSM from 1st Bradley Stoke.</p> <p>GH suggested that a Group BBQ / fundraiser be held when possible. To be held on a Saturday. Perhaps inviting old members – this was discussed and it was agreed to give this further thought when face to face meetings return.</p>	
<p>13. Health and Safety and Lease Holder Issues</p> <p>BarbH asked the Executive to consider Holy Trinity’s request, for a donation to the Church, whilst they are not charging rent. NN confirmed that the Group had paid 3 weeks rent, when meetings were not able to be held.</p> <p>CM suggested than rather than making a donation, perhaps the Group could run a BBQ or something at a School Fayre, as one charity donating to another may be an issue. The Executive agreed that if Holy Trinity came to us with a specific item, then it would be considered.</p> <p>NN and CM confirmed that they had met virtually with a planning consultancy, and had discussed the history of the container planning situation. It had been suggested that a two-year temporary planning application be submitted rather than appeal. If successful, would allow the Group to exhaust every possibility of permanent storage.</p> <p>NN confirmed that the application was submitted and acknowledged on 30th April 2020. The application will then be validated, and a response will then be received within eight weeks from that date.</p>	
<p>14. Any Other Business</p> <p>BarbH reminded the Executive that the Trustees Report is being compiled and asked for AGSLs to send her their contributions by 17th May. It will then be drafted and sent to Dunkley’s for sign off.</p> <p>KR advised the Executive that she will be standing down from the end of this Scouting year. NN expressed the Group’s thanks, and what a large hole KR would leave.</p>	<p>AGSLs/BarbH</p>

<p>SW asked if when he leaves as Youth Rep would he be removed as Trustee – HT confirmed this would be the case.</p> <p>CM discussed Network Scouting, for those aged 18-24. When face to face Scouting is back there will be more information.</p> <p>CM congratulated SW on being recognised as one of the Chief Scout’s Unsung Heroes – well done.</p> <p>CM confirmed that he had been able to present Gillian Allen with a 5 year service award – while ensuring social distancing. There are two more service awards to be presented, CM advised he would attempt to do this virtually or if necessary, wait until face to face meetings were possible.</p> <p>NN advised that he had asked all elected Executive members if they were happy to stand again, and everyone had agreed apart from one (who was yet to confirm either way).</p> <p>NN asked if there was anyone who would be interested in taking over the Remembrance Parade arrangements – either as part of a team or a single lead. NN advised he would be sending an email to the Group before the next Executive, to identify those interested in taking over from KR.</p> <p>It was agreed to hold an extra Executive during the Summer period, Some sections may also choose to continue holding virtual meeting.</p>	<p>NN</p>
<p>15. Date of Next Meeting</p> <p>12th June 2020 (via Zoom) AGM - 8th July 2020</p>	