

**Minutes of a meeting of 1st Bradley Stoke Scout Group
Executive Committee Meeting was held via Zoom
on Friday 11th September 2020 at 19.30**

Attendees:

Nick Nelson (Group Chairman)	Clive Mason (District Commissioner and GSL)
Dave Pace (AGSL – Cubs)	Dan Shadbolt (AGSL – Scouts)
Beena Chheda (AGSL – Beavers)	Richard Shepherd (Marching Band)
Hugh Thorpe (Group Treasurer)	Barbara Holliday (Group Secretary)
Jo Bland (Group Administrator)	Belinda Hodgson (Group Fundraising)
Donna Carl (Beaver Representative)	Gareth Hardwick (ESL – Trident)
Ryan Watts (WAU)	Tony Robinson (Data Advisor)
Isobel Robinson (Youth Representative)	Gavin Southway (Youth Representative)
Eden Shepherd (Youth Representative)	

Apologies received from:

Tomi Hernija (WAU)	Ian Bakewell (Group Waiting List Co-ordinator)
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<p>1. Welcome and Apologies</p> <p>Apologies received from Tomi Hernija and Ian Bakewell.</p>	
<p>2. Minutes of the last meeting, AGM and Action List</p> <p>Minutes of the July meeting were approved and the Action List was reviewed.</p> <p><u>Action List</u></p> <ul style="list-style-type: none"> a) BJH to create Quartermaster booking in and out sheets to form part of the Quartermaster booking in and out procedure in Google forms and a booking system through OSM is to be implemented – ongoing. b) BJH to circulate an email regarding cleaning of dirty tents – on hold. c) 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 – on hold. d) The new Youth Reps now have Group email addresses, and were in the process of designing the Youth Rep hoodies – a Zoom meeting to discuss the design was planned. e) NN advised that a letter had been sent to the Group requesting confirmation of young people’s commitment going forward, there had been a 30% return from parents, and 25% from leaders. – 	<p>BJH</p> <p>NN</p> <p>IR/GS/ES</p>

<p>closed.</p> <p>f) BJH advised that she was still looking into the possibility of creating a virtual tea towel as a memory of lock down and a fundraiser for the Group, and a section activity.</p> <p>g) DP advised that John Morris was making a second approach to Wheatfield School regarding the possibility of the Group using the field for outdoor meetings, and the hall as a back up – response awaited.</p>	<p>BJH</p> <p>John Morris / DP</p>
<p>3. Group Update and Issues</p> <p><u>Covid 19</u></p> <p>CM congratulated the Management Team on a great job, there was now the possibility of some face to face scouting, the readiness level is now Amber +.</p> <p>CM reported that the Scout Association had been classified as an essential organisation – and would therefore be exempt from the latest restrictions.</p> <p>The change from Amber to Amber + means that it is possible to run Scouting indoors as well as outdoors with groups of 15 young people – but this is all subject to risk assessments.</p> <p>It had previously been agreed that Scouts and Cubs would hold outdoor meetings, combined with virtual sessions and Beavers would be continuing virtually (there is concern that Beavers would be unable to socially distance) – this would be reviewed at the end of October 2020. RS advised that Marching Band would also be virtual. RW confirmed that it would be at least April before Water Rat sessions would start again.</p> <p>CM advised that only six sections had approved risk assessments in the District, with another six awaiting approval (which includes 1st Bradley Stoke).</p> <p>CM reiterated that everyone check they are up to date with training Module 1 – Safeguarding and Safety which is mandatory and on a three-year renewal.</p> <p>CM explained that the Scouting website’s Covid-19 page has all the information, and everyone must keep up to date. The website also includes details of new ways of recruiting.</p> <p><u>Capitation</u></p> <p>HT advised that Capitation this year would be £52 per young person, £1,500 more than expected, but this could be covered by reserves.</p>	<p>All</p>

<p><u>Premise Leases</u></p> <p>HT confirmed that the Council had issued a refund, as it was not currently possible to physically use Brook Way. NN had spoken to the Deputy Town Clerk, who had advised that there would be reduced capacity in Brook Way, due to social distancing, although the reduced numbers were to be confirmed.</p> <p>NN to approach the Council regarding potentially restarting from 1st October, and BarbH to speak to Holy Trinity regarding their restrictions and risk assessments. The outcome will be circulated to the Executive, prior to the next Meeting, as an early decision regarding the level of subscriptions is needed. It needs to include the increase in capitation and recommencing of leasing costs.</p> <p>DP explained that Section meetings may need to be shorter, to include time for the cleaning regime between meetings.</p> <p><u>Trustee Confirmation</u></p> <p>HT confirmed that Kath Robinson, Scott Warburton and Matt Calloway would be standing down at Trustees, with Beena Chheda and Richard Shepherd being added as Trustees, he would be making the changes to the Charity Commission.</p>	<p>NN/ BarbH</p> <p>HT</p>
<p>4. Youth Representatives</p> <p>The Youth Representatives advised that the design for the hoodies was ongoing.</p> <p>NN explained that the Youth Representatives were classed as leaders at Section meetings, not young people, for the purpose of ratios.</p>	<p>Youth Reps</p>
<p>5. GDPR</p> <p>TR advised that there had been an update to G Suite called Rooms, which may be useful.</p> <p>TR explained that the Group website needs to be migrated to a new version and updated.</p>	<p>TR</p>
<p>6. Finance</p> <p>HT circulated a letter of representation to Dunkley's together with the Report and Accounts which were approved by the Executive. Dunkley's had asked for some additional information which HT had provided.</p>	

<p>Following a discussion, it was decided that the Group's AGM would be held virtually on Wednesday 21st October 2020. NN advised that the Trustees Report and the Report and Accounts would be circulated by email.</p> <p>HT reported that subscriptions were staying steady, although a few young people had decided to leave scouting.</p> <p>HT reiterated that the new level of subscription would need to be set as soon as possible, to reflect the recommencement of lease commitments and the increase in capitation.</p>	All
<p>7. Quartermaster</p> <p>No Update.</p>	
<p>8. Fundraising</p> <p>CM advised that there were grants that would be available in the future.</p>	
<p>9. Water Rats</p> <p>RW advised that the trailer had been cleaned and was available if needed. Water Rats would be recommencing their programme in April 2021 at the earliest.</p>	
<p>10. Events</p> <p>Remembrance Parade – NN explained that there would not be a Remembrance Parade this year, there would still be wreaths laid, by an individual Beaver, Cub, Scout, Explorer and Leader.</p> <p>There would be a recording by Claire and Ben Shadbolt for a piece to be played by Bradley Stoke Radio on Remembrance Day, which will include the Marching Band, together with a video to be shown on the Group's Facebook page.</p> <p>2021 Town Festival Meeting – NN advised that the first meeting is to be held virtually on Tuesday 6th October 2020 at 10.30, invitation to be forwarded to BJH.</p>	

<p>11. Health and Safety and Lease Holder Issues</p> <p>NN confirmed that a second camp first aid back pack had been purchased, as potentially two sections could be out at the same time. Both first aid back packs had been updated and were now Covid 19 secure (gloves, aprons and mask). In addition, a burns first aid kit had been purchased, which included gels etc.</p>	
<p>12. Any Other Business</p> <p>DC asked the Executive to consider continuing the Badges at Home, which is now chargeable at £10 per section per year. It was agreed to continue for all Sections (except Friday and Wednesday Beavers, who would be moving to the other Beaver Sections).</p> <p>NN suggested a second Zoom account would be needed to facilitate virtual sessions, as there is the potential of two meetings clashing. It was agreed to renew the existing Zoom account in November 2020 and arrange for a second account to be put in place.</p> <p>DS confirmed that the AGSL's would be meeting next week to consider, the closure of the Friday and Wednesday night Beavers, and a communication to families explaining the situation.</p> <p>NN advised that he would be putting together a Group announcement on Facebook, regarding the way forward and how Scouting would be returning.</p> <p>DS and CM reiterated the need for everyone in the Group to complete the mandatory training. A deadline of 31st October 2020 was agreed. DS to send emails reminding of the need to complete outstanding training, failure to complete training would result in a suspension. DP explained that those who have exceeded the Wood Badge limit would be given a four-week restriction and then suspended. It is important that the Group pushes to get the necessary training completed, so that it remains compliant.</p> <p>GH asked to have sight of the Brook Way risk assessments, NN to request again from the Council and forward to GH.</p> <p>CM confirmed that the next All Members Meeting was at 7pm on Tuesday 6th October 2020. The County AGM is to be held on 16th September 2020, and the District AGM on Tuesday 13th October 2020 – Dates for the Diary.</p>	<p>DS</p> <p>DS / DP</p> <p>DS</p> <p>NN</p>
<p>13. Date of Next Meeting</p> <p>21st October 2020 – AGM 13th November 2020</p>	

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