



MINUTES OF EXECUTIVE COMMITTEE MEETING HELD ON 9 JULY 2019

Present		
Chair	Amanda Lowe	AL
Secretary	Pauline Cappleman	PC
Treasurer	Emma Hayes	EH
Group Scout Leader (GSL)	Bob Jones	BJ
Beaver Scout Leader (BSL)	Caroline Lewis	CL
Cub Scout Leader (CSL)	Rob Morgan	RM
Parochial Church Council Member (PCC)	Caroline Nash	CN
Parent Representative	Michelle Chisnall Jodie Oldrid	MC JO
Item	Discussion	Action Lead
1. Introductions / Apologies	Apologies were recorded from: Caz Taylor (Explorers Leader) Minutes of the 26 March 2019 and the Annual General Meeting were approved.	
2. Matters Arising	AL sought updates on the outstanding actions from the previous meeting: <ul style="list-style-type: none"> • Payment of subs – this will be resolved in the coming weeks. • Public Liability/Insurance – cover for each of the sections has been confirmed. 	
3. Chair Report	AL confirmed there were no specific issues or updates to be provided. Committee members discussed the recent AGM and put forward ideas on how public/parent engagement may be improved going forward. The Committee will continue to review this on an ongoing basis.	
4. Treasurer Report	EH summarised the financial position, noting: <ul style="list-style-type: none"> - Section Accounts were in the process of being updated. - There is currently in excess of £11k in the Current Account, however a number of cheque payments had recently been issued so this balance would reduce. - Electric Smart Meters are not currently available to businesses, however, interest has been registered with the supplier, should this become available in the future. - Sub income (bar one exception) is up to date. 	
5. GSL Update	Training All leaders are up to date on their training on Compass, but some new leaders need to complete the training. DBS Issue DBS checks have expired for one Section Assistant and this has been followed up with the individual concerned. GSL is awaiting a response,	



however, if this is not resolved by the end of July this individual will be suspended until the required checks are complete.
 AL noted this update and requested that regular reports continue to be provided to the Committee.

Awards

Committee Members congratulated BJ on his recent award.
 The next District Award Ceremony will be held on 16 Sep 19. It is intended that this ceremony will be held on a six monthly basis going forward.

New Members

Membership of each section continues to be within agreed thresholds.
 Young Leaders – there are currently three Young Leaders in Scouts, one in Cubs and two in Beavers

Church Parade

The Church Parade is the third Sunday of the month, GSL requested more support for attendance.

Sunday Funday

Scouts will be running their normal stall.

Complaints

BJ advised the Committee that two complaints had been received by the District Commissioner. These were currently under investigation and the outcome of this investigation and any action plan arising from this will be shared with the Committee once available.

Action: BJ to provide an update to the next Committee meeting.

Beat the Street - Decathlon Vouchers

The Committee discussed the recent Beat the Street campaign and concerns as to whether the rules were consistently followed by all participants. BJ advised that the Scouts Section had won £300 Decathlon vouchers. The Chair requested that Section Leaders review the website and provide a suggested list of sports equipment to be procured using the vouchers.

Greys Wolf Den - New Flooring

GSL confirmed that quotes had now been received to replace the flooring – this included removal of the old carpet, floor preparation, underlay fitting and laying of the new flooring.
 Committee members considered the quotes provided and reviewed a range of samples provided. Following discussion, it was agreed that the Committee **APPROVED** the purchase of ‘Garda Plus’ caprter for the main hall and ‘Expona Flow’ flooring for the kitchen, hallway and toilets at a total cost of **£5100**, noting that both sets of flooring are provided to a commercial use standard and come with a 10 year warranty. An application will be made to the Area Board to see if match funding could be secured.

The Committee agreed that once laid, restrictions would be placed on

**ALL
 LEADERS**



	<p>animals (specifically dogs) accessing the building. This would need to be assessed on a case by case basis as exceptions would need to be made in the event of an assistance animal requiring access.</p> <p>Tesco Bag Packing GSL will enquire about bag packing for Scouts at Tesco, Scouts will need to undergo training and will require one adult per till.</p>	
<p>5. Section Updates</p>	<p>Beavers CL provided an update, noting that Beavers had a sleepover on the longest day and that there had been high levels of participation in outdoor activities in recent weeks. The 'Million Hands' project remained ongoing and a speaker for Guide Dogs for the Blind had been invited to attend in September.</p> <p>Cubs RM summarised activities from the recent County Fun Day, noting that part of the day had been cancelled due to wet weather.</p> <p>Group Summer Camp is scheduled for the weekend commencing 26 July, it is open to all Beavers, Cubs and Scouts. Young Leaders in the Scout section have been invited to attend.</p> <p>The Summer Programme would operate throughout the school holidays on a Wednesday evening.</p>	
<p>6. Fundraising</p>	<p>St Leonards Church Scouts provided support at the Church fete, and GSL has suggested that the sections carry out some fundraising events for the church.</p> <p>Tesco – Community Project Funding (Tokens) Enquiries are being made into this.</p>	
<p>7. Any Other Business (AOB)</p>	<p>CN confirmed that the Church would be holding a 'harvest' themed flower festival on the second Saturday in September.</p> <p>GSL – Two of the Scouts (now Explorers), did a speech at the Awards Ceremony and received a District Commissioner award, bringing a total of four awards made to the Group.</p> <p>Process for ordering uniform – following discussion it was agreed that future orders should be placed by the Treasurer. Orders would be placed on a quarterly basis (1 Jan, 1 Apr, 1 Sep). Payment must be made at the time of placing the order.</p>	
<p>8. Date of next meeting</p>	<p>Tuesday 24 September at 7.30pm</p>	



Website: <http://bulfordscouts.org.uk>

Signed:

**Amanda Lowe
Committee Chair**

- Distribution:
- All Executive Committee
- Section Leaders
- Minutes File.
- Parents Notice Board