



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

MINUTES OF EXECUTIVE COMMITTEE MEETING HELD ON 24 SEPTEMBER 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) Bob Jones (GSL) Michelle Chisnall Minutes of the meeting held on 9 July 2019 were approved.	
2. Matters Arising	AL sought updates on the outstanding actions from the previous meeting: <ul style="list-style-type: none"> Decathlon Vouchers: BJ confirmed that vouchers had been spent with a summary of the items purchased published on the group's Facebook page. Funding for the Scout Hut flooring – the Committee is still awaiting the outcome of any decision to 'match' fund from the Area Board, who meet quarterly. As soon as this is known BJ will proceed with booking an installation date. 	
3. Chair Report	AL confirmed there were no specific issues or updates to be provided. District Meetings: RM confirmed there was no meeting held in the school summer holiday period. There were no issues arising from the most recent meeting.	
4. Treasurer Report	EH summarised the financial position, noting: <ul style="list-style-type: none"> Bank Mandates: Verification has been provided to bank as required, with outstanding issues now resolved and EH confirmed as the primary signatory for cheque payments. Bank Statements – Going forward all bank statements and other post to be delivered directly to the Scout Hut. Any treasury items not received by post will be passed to EH for processing. Payment for utilities – all utilities are now set up for payment by Standing Orders/Direct Debit. Process for ordering new uniform - no orders were received 	



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

	for ordering during September. It was noted that items can now be ordered directly from the Scout Shop (including personalised items). The cut off date for the next round of orders to be communicated to parents via the group's Facebook page.	
5. GSL Update	No specific items to report.	
5. Section Updates	<p>Cubs and Beavers Summary Summer Programme: There was a consistent turnout for the summer programme, approximately 25 per session, with lots of activities completed, mainly outdoors.</p> <p>Forward planners for each section have been compiled and published on the website.</p>	
6. Fundraising	<p>RM shared a proposal for the Group to purchase a mobile Climbing Wall at a cost of approximately £24k. In addition, the Committee has received requests for the purchase of an aluminium shed/storage facility (approximate costs £4k). The Committee discussed a range of fundraising activities:</p> <ul style="list-style-type: none"> • Bingo Night – to be held on 22 November 2019, doors open 1900hrs. Request for prizes have been sought from local businesses. • Tesco vouchers – currently reviewing options to apply for funding via the token scheme. • Fundraising Working Group – The Chair agreed to establish a small working group to consider other fundraising activities. 	AL
7. Any Other Business (AOB)	<p>The Committee noted the following updates:</p> <ul style="list-style-type: none"> • The number of church parades has been reduced to encourage attendance, these will now only be on special occasions such as Harvest Festival, Remembrance Sunday etc. Next Church Parade will be on Remembrance Sunday followed by the Christingle Service. • Bank balance – minimum required to cover emergencies and building repairs. Following discussion, the Committee agreed that this value should be included as part of the accounts reported at the Annual General Meeting. 	
8. Date of next meeting	Tuesday 14 January 2020 at 7.30pm	



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

Signed:

Amanda Lowe
Committee Chair

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